

CITIZEN'S CHARTER
Embassy of the Republic of the Philippines
Budapest, Hungary
 2025 (1st edition)



Solemnization of Marriage Services

The forms and requirements for solemnization of marriage services are posted in the Embassy's official website. For Solemnization of Marriage concerns, clients are advised to communicate with Post's Consular Section (email: budapest.pe@dfa.gov.ph).

Filipinos can go to the Philippine Embassy in Budapest to process their application for the Solemnization of Marriage services. This consular service is available from Monday to Friday (9:00 AM to 4:00 PM).

1. SOLEMNIZATION OF MARRIAGE

Office or Division:	Consular Section	
Classification:	Complex to Highly Technical	
Type of Transaction:	G2C	
Who may avail:	Both Filipinos nationals married abroad	
	CHECKLIST OF REQUIREMENTS	WHERE TO SECURE
	<p>The Philippine Embassy is authorized, through the Commissioned Consular Officer, to solemnize marriages between two (2) Filipino nationals (male and female).</p> <p>NOTE: Only marriages between Filipino nationals are performed by an authorized or duly commissioned consular officer.</p> <p>Personal appearance of both parties are required when submitting the application for marriage.</p>	Philippine Embassy premises.
	<p>General Requirements: (For each party)</p> <p>- Important Reminder: For Applications All Forms for Marriage Please have it typewritten when brought</p>	

<p>to the Embassy (EXCEPT for the SIGNATURES).</p> <p>-Five (5) original copies of duly-accomplished forms of Marriage License</p>	<p>Downloadable from Budapest PE's website (www.budapestpe.dfa.gov.ph)</p>
<p>-Joint Affidavit - (5 copies) signed by two witnesses and their address in the Philippines</p>	<p>Downloadable from Budapest PE's website (www.budapestpe.dfa.gov.ph)</p>
<p>-Birth Certificate of both parties</p>	<p>Philippine Statistics Authority</p>
<p>- Issued Certificate of no Marriage (CENOMAR).</p>	<p>Philippine Statistics Authority</p>
<p>- Issued Certificate of no Marriage (CENOMAR).</p> <p>CENOMAR must bear the complete and correct full name (first name, middle name, last name) and Date and Place of Birth of the contracting parties and their parents, should be valid for 6 months from the date of issuance and it must be "For Marriage Purposes".</p>	
<p>Passports of both parties valid at the time of marriage and current/ valid passport of both parties</p> <p>- Photocopies of data page</p> <p>- In case of unavailability, execute an Affidavit of Non-submission of Document and attached a copy of valid/ recent passport or valid ID (valid residence permit)</p>	<p>Client</p>
<p>Five (2) recent passport size photos of the parties</p>	<p>Client</p>
<p>-For contracting parties aged 18 – 21 years old: Notarized Affidavit of parental consent and Apostilled by DFA, in addition to the usual requirements stated above</p> <p>-For contracting parties aged 21 – 25 years old: Notarized Affidavit of Parental advice and Apostilled by DFA, in addition to the usual requirements stated above.</p>	

REMINDERS:

For Widow/ Widower Filipino spouse, submit original and photocopy Marriage Contract PSA-issued, Death Certificate PSA-issued, and Advisory on Marriage PSA-issued (with "For Marriage Purposes"), in addition to the usual requirements stated above.

For Annulled or Legally Separated Filipino Spouse, submit copy of Certificate of Finality of Decision, DFA Apostilled Marriage Contract PSA-issued with proper annotation. and Court Order, Advisory on Marriage PSA-issued (with "For Marriage Purposes"), in addition to the usual requirements stated above.

Client Steps	Actions	Fees to be paid	Processing time	Person responsible
1 Proceed to the reception area and present the required documents and duly accomplished form (in case client has already downloaded from the Embassy's website)	Consular Officer to receive documents brought by the client	NA	3 mins	Consular Officer
2 Client fills-out the application form in case he/she has not downloaded from the Embassy's website	CO to guide client	NA	3-5 mins	Consular Officer
3 Client submits the duly filled-out application form to the Consular Officer for evaluation	If documents are found to be in order, CO issue official receipt, and inform applicant for the date of release (after 10 working days) of the prescribed public posting of	NA	3 mins	Consular Officer

	marriage, applicant will arrange the schedule of the wedding with the concerned CO			
4 Proceed to the Cashier for payment	FO collects payment for: -Joint Affidavit and Application for Marriage License -Solemnization of Marriage	US\$50/HUF23,500 US\$60/HUF28,200	3 mins	Finance Officer
6 Preparing and processing the documents by Consular Officer and For Consul's review, approval and signed documents				
7 Release: Proceed to the reception area to present the official receipt. -Proceed to the office of the Solemnizing officer for the wedding ceremony.	After collection of receipt, CO to locate the personal copy of the Marriage License and for release to the client after the legal notice to the public. Proceed to the Solemnization of the Marriage or Civil Wedding Ceremony proper together with their to witnesses.	NA	45mins	Consular Officer Duly Commissioned Consul Officer

FEEDBACK AND COMPLAINTS MECHANISM	
How to send feedback	Fill out the client feedback form available at the reception counter. Drop the accomplished form in the designated drop box located at the reception counter.
How feedbacks are processed	All feedbacks are read by the Embassy officers. These are lodged and reported to the headquarters. Areas for improvements are addressed.
How to file a complaint	Fill out the client feedback form available at the reception counter. Drop the accomplished form in the designated drop box located at the reception counter. Client can also send an email directly to the contacts below. Please provide client's name and contact information and nature of complaint.
How complaints are processed	All written complaints are read by the Embassy officers and investigations are instigated depending on nature of the case. Complaints can be elevated depending on the gravity of the case.
Contact Information of the Philippine Embassy in Budapest	Telephone number: 00-36-1-391- 4300; Duty Officer's Contact Number: 00-36-30-202-17-60 Email: budapest.pe@dfa.gov.ph