

## **GUIDE FOR U.S. MARINES OF U.S. CITIZEN TO MARRY IN JAPAN**

Drafted by Legal Assistance Office - **253-5594 /5591/ 5592 (revised – July 18, 2019)**

This guide is prepared for **U.S. Marine member of U.S. citizenship** under SOFA to wed in Japan. If you plan to marry in Japan, you must follow Japanese Laws and Regulations. Ceremonies performed by religious or fraternal bodies in Japan, are not legal marriages. Marriage in Japan consists of registering marriage at Japanese municipal government office. Only this registration constitutes a legal marriage in Japan.

Members of U.S. Marines of U.S. citizenship should be aware of the following #1 & #2 provisions in order to avoid any administrative problems at your military side.

1. It is recommended that a military member notifies his/her unit commanding officer regarding his/her marriage in Japan through unit administrative procedures if necessary.
2. Pre-martial workshop attendance is recommended. Please call MCFTB at **253-3754**.

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**Let's start if you plan to marry in Japan.** Check on each step if you finish.

1. \_\_\_\_\_: Fill out the attached information sheet and your statement; then call **253-5594/ 253-5591 / 253-5592 for an appointment.**

2. \_\_\_\_\_: At your appointment, please bring your **ORIGINAL** evidence of U.S. Citizenship and any other relevant documents, such as evidence of name change court order, or termination of previous marriage(s) if applicable:

- 1) **ORIGINAL - valid** U.S. Passport; U.S. State Birth Certificate issued your State Vital Office; Naturalization/Citizenship Certificate; or Consular report of birth abroad: **NO HOSPITAL RECORD**; NO COPY acceptable.

- 2) Termination of previous marriage(s) if you have ever married before: Certified divorce decree by U.S. court, or death certificate if applicable. Original document is recommended.

3. \_\_\_\_\_: Then, Legal Assistance Office will draft your "**Affidavit of Competency to Marry**" (see the sample with this instruction) for you to sign. This "Affidavit" is required by Japanese government for marriage in Japan.

4. \_\_\_\_\_: After your **Affidavit of Competency to Marry** being executed (notarized) at Legal Office, the following forms are provided, so that you will register your marriage off-town:

- 1) Report of Marriage form (pink) "Kon-In-Todoke" – must be filled in Japanese writing.
- 2) Translation forms into Japanese for all your English documents.

5. \_\_\_\_\_: You appear at a Japanese city/ward office off-base with the following documents:

- 1) Your original executed English "Affidavit of Competency to Marry" with its translation
- 2) Your original and one copy of U.S. citizenship evidence with its translation
- 3) Your original military issued I.D. card with its translation
- 4) Japanese report of marriage (Kon-In-Todoke) filled out correctly in Japanese writing
- 5) Carry some yen currency for getting a certificate of report of marriage

6. \_\_\_\_\_: Upon registration of your marriage with your documents at a Japanese City Office, the **Certificate of Acceptance of Notification of Marriage** (kon in juri shoumeisho) will be issued upon your request. This is the proof of your marriage.

Big portion (bigger than legal size paper) costs around 1,400 yen;

Small portion (letter size paper) costs around 400 yen.

**CONGRATULATIONS! - YOU ARE NOW MARRIED!!**  
**(Please review more interested matters on the reverse side.)**

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**OTHER THINGS TO KNOW:**

☐ If you are **a military active member of USMC but not a U.S. citizen**, please contact with your country consulate representative regarding how to prepare your legal capacity of marriage overseas; i.e. Philippine consulate, Mexican Embassy, etc.

☐ If your fiancée is a NON-SOFA U.S. citizen or Third country national - living in Japan under Japanese visa status, or coming to Japan for marriage, **he/she must get information from his/her respective Embassy/Consulate located in Japan re: how to marry in Japan; i.e. U.S. Embassy Tokyo web site: <http://japan.usembassy.gov/> for U.S. citizen, or third country national's respective embassy or consulate located in Japan.** Each country has its own regulations and document required. Or it is recommended to check with a local city office directly.

☐ **Translation** – Anybody can translate your English documents into Japanese, i.e your fiancée, co-worker, or a friend. If you are unable to read or and write Japanese may employ a professional translation agency or obtain assistance from friends.

**AFTER MARRIAGE:**

☐ I.D. CARD issuance – Ask I-PAC at Bldg 1 or Admin/Personnel Office of your Unit.

☐ Enrolling dependency status to personal records & tour conversion – Ask your Admin/Personnel Officer of your Unit.

☐ Social Security Number for your Non-U.S. citizen family member(s) – Social Security Number is assigned to **only U.S. citizen or Legal Permanent Resident**.

☐ ITIN – Individual Tax Identification Number – If your family member is not eligible to get SSN. W-7 form for ITIN can be downloadable on the internet.

☐ Tricare – Ask Branch Medical Clinic at 253-5571/5572.

☐ SOFA status request – if your acquired family member(s) are from Third country, or a Non-SOFA U.S. citizen under Japanese visa status, it can be changed to a dependent status under SOFA. Please come to the Legal Assistance Office before the visa expires.

☐ Immigrant Visa Petition: I-130 - If your acquired family member(s) is/are non-U.S. citizen(s), U.S. citizen sponsor must file this I-130 petition to USCIS office in Chicago Lockbox as quickly as possible. This is the first step to make your family members be eligible for immigrant visa applicant, to be followed as a green card holder in future.

Or, **you may file the I-130 IN PERSON at U.S. EMBASSY Tokyo or U.S. CONSULATE Naha (called "Military Blanket Exception). Only active military member STATIONED in Japan can file in person. If you do so in person, the first step will be approved in a few weeks. Please visit U.S. Embassy web site regarding Immigrant visa.**

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## INFORMATION SHEET

**Please fill out this sheet and call us at 253-5594 for an appointment.**

Name (first, middle and last): \_\_\_\_\_

UNIT: \_\_\_\_\_ Rotation Date: \_\_\_\_\_

Telephone #: (DSN) \_\_\_\_\_ (w) and/or Cell \_\_\_\_\_

E-mail address: \_\_\_\_\_ (frequently access)

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**Parents' full name and nationality:**

Father (First-Middle-Last): \_\_\_\_\_

Nationality: U.S. Citizen or \_\_\_\_\_

Mother (First-Middle-Last-**maiden** name): \_\_\_\_\_

Nationality: U.S. Citizen or \_\_\_\_\_

Your birth order: \_\_\_\_\_ th (1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>) son or daughter of the above parents

Legal domicile/address in the U.S.: \_\_\_\_\_

\_\_\_\_\_

Date of birth: \_\_\_\_\_

Place of birth: (City/State/Country) \_\_\_\_\_

Current address in Japan: PSC 561 Box \_\_\_\_\_ FPO AP 96310

What is your U.S. citizenship evidence: \_\_\_\_\_  
(U.S. passport, certificate of citizenship/naturalization, or State Birth Certificate, etc.)

Date of termination of previous marriage(s) if any: \_\_\_\_\_

Where it occurred? (City, State, and Country) \_\_\_\_\_

**PROSPECTIVE SPOUSE:**

Name: \_\_\_\_\_

Nationality: \_\_\_\_\_

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After you complete this sheet & obtain required documents, please set up appointment at  
**253-5591 / 5592 / 5594 or e-mail at [junko.sakamoto.ja@usmc.mil](mailto:junko.sakamoto.ja@usmc.mil).**

Thank you.

## ACKNOWLEDGEMENT REGARDING MARRIAGE OVERSEAS

I, \_\_\_\_\_ (USMC), am aware that MCBJ III order  
(Rank – 1<sup>st</sup> name – Mid initial – Last name)  
is cancelled. However, I understand the following matters.

- 1) It is my responsibility that I get notified of my marriage overseas to my Command through an applicable/appropriate chain of command if it is required to do so.
- 2) It is recommended that the military member attend at Pre-marital workshop sponsored by MCFTB.

\_\_\_\_\_  
Signature

Date \_\_\_\_\_

With the Armed Forces Overseas )

U.S. Marine Corps Air Station, Iwakuni, Japan) ss:

AFFIDAVIT OF COMPETENCY TO MARRY FOR:

Declarant: \_\_\_\_\_

\_\_\_\_\_  
(U.S. CITIZEN) , the \_\_\_\_\_ SON/DAUGHTER of  
\_\_\_\_\_  
(Father's name) and \_\_\_\_\_ (Mother's  
name)  
Citizens of the United States of America

Legal domicile: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Place of birth: \_\_\_\_\_

Occupation: \_\_\_\_\_

Evidence of Citizenship: U.S. BIRTH CERTIFICATE # \_\_\_\_\_, FILED ON  
\_\_\_\_\_  
IN THE STATE OF \_\_\_\_\_ or U.S. PASSPORT # \_\_\_\_\_

Local address: \_\_\_\_\_

I, above named, \_\_\_\_\_, being duly sworn, do declare that  
according to the law of my State I am of legal marriageable age, that I have not married before, and  
that there is no hindrance, legal or otherwise, to my uniting in marriage in Japan, with  
\_\_\_\_\_, a \_\_\_\_\_ citizen.

\_\_\_\_\_  
AFFIANT'S NAME

ACKNOWLEDGEMENT

SERVING WITH THE ARMED FORCES OF THE UNITED STATES AT MARINE CORPS AIR  
STATION, IWAKUNI, JAPAN

Before me personally appeared \_\_\_\_\_ AFFIANT'S NAME \_\_\_\_\_, who,  
having produced a Uniformed Services Identification Card, is known to me to be the identical  
person who is described herein, and who signed and executed the foregoing instrument on this  
day of \_\_\_\_\_ 20XX, as a true, free, and voluntary act and deed, for uses, purposes, and considerations  
therein set forth. And I do further certify that I am Commissioned/Non-Commissioned officer of  
the Armed Forces of the United States serving in the rank indicated below, that by federal law I am  
authorized to exercise the powers of a notary without requirement of a seal, and that this document  
is executed by me in accordance with those powers and in that capacity.

\_\_\_\_\_