

# **DIVORCE REGISTRATION PROCEDURE – INSTRUCTIONS AND REQUIRED DOCUMENTATION**

## **1. IMPORTANT INFORMATION**

## **2. DIVORCE REGISTRATION PROCEDURE and REQUIRED DOCUMENTS LIST**

## **1. IMPORTANT INFORMATION**

- **NAMES MUST MATCH**

**First name, second name (middle name), and last name (family name) must match on every vital record, ID, and registration form.**

- **YOUR VITAL RECORDS MUST BE UPDATED, AND ALL PREVIOUS VITAL RECORDS MUST HAVE BEEN REGISTERED**

In order to register a divorce, the previous marriage **must be registered as well (all previous marriages and divorces)**. You can send the documents to register all the missing vital records in a single package.

- **YOUR CURRENT ADDRESS MUST BE UPDATED**

If you have moved recently, and you have never communicated your new address to the Italian Consulate, you must update your address **BEFORE** sending any registration request; please use Fast.it ([see here](#))

- **YOU CANNOT REGISTER A VITAL RECORD WITH THIS ITALIAN CONSULATE IF YOU ARE NOT REGISTERED IN ITS AIRE LIST**

If you are not registered in the AIRE of this Consulate (you have never registered in AIRE or you are not a resident of this consular jurisdiction), you must register your vital records (births, marriages, divorces, deaths) with the proper Italian Consulate or with your Comune in Italy.

If the divorce was issued in the jurisdiction of the Italian Consulate of San Francisco, but you do NOT reside in our jurisdiction, this Consulate will only certify the translation of your original divorce documents, and will return the documents to you. Then, you will have to register your vital record with the proper Italian Authority ([see C in the general info section](#)).

## 2. REGISTRATION PROCEDURE AND REQUIRED DOCUMENTS LIST

- For vital records issued in **CALIFORNIA, OREGON, WASHINGTON, ALASKA, HAWAII, MONTANA, IDAHO, UTAH, or in the US territory of GUAM**, see below;
- For vital records issued in **OTHER STATES or OTHER FOREIGN COUNTRIES** [click here](#)

### LIST OF REQUIRED DOCUMENTS:

1. **CERTIFIED COPY of FINAL JUDGMENT FOR DISSOLUTION OF MARRIAGE** issued by the Court.  
The certified copy must include any extra *Marital Settlement Agreement*, exhibit, and/or attachments if they are present.  
In case of minor children, ensure that the certified copy mentions the custody and parental obligations.
2. **STATEMENT OF NO APPEAL** issued by the Court ([click here](#) to download a draft of this document along with an explanation to submit to the court's clerk).  
The *Statement of No Appeal* must be signed by the official of the Court who issued the judgement.  
NOTE: some Courts in Washington State will issue a document called *Certificate of Exemplification* instead of the *Statement of No Appeal*.  
The *Certificate of Exemplification* can be submitted in place of the *Statement of No Appeal* as long as it clearly states that the divorce went uncontested, and the time to file an appeal has expired.
3. **APOSTILLE** issued by the competent Secretary of State, attached to the items of points 1 and 2. ([See here more info about the APOSTILLE](#));
4. **TRANSLATION IN ITALIAN** of both the items in points 1 and 2;
5. **DIVORCE REGISTRATION FORM** ([see here](#));
6. **COPY OF BOTH SPOUSES PASSPORT** (scan/photocopy, no pictures)

### PROCEDURE STEP BY STEP:

- a. Request to the Court which issued the Divorce:
  1. A CERTIFIED COPY of FINAL JUDGMENT FOR DISSOLUTION OF MARRIAGE;
  2. The STATEMENT OF NO APPEAL
- a. Request an "APOSTILLE" from the Secretary of State of the State that issued *the Final Judgment* for BOTH the *Final Judgment* AND the *Statement of No Appeal* ([Click here for information and instructions on Apostilles](#)).
- b. OBTAIN a complete and accurate TRANSLATION the items in points 1 and 2 (the apostille does NOT require a translation). Translations may be done by the applicant, or by one of the translators listed on our website.

PLEASE NOTE:

- EVERY SINGLE WORD on the original document must be translated;
- Translations must be COMPLETE, FREE OF ERRORS, using the appropriate Italian legal language, printed with legible fonts;
- Any translation which is incomplete or has grammar errors will NOT be accepted, and in such case the documents will be returned to the applicant without processing.
- Translations CANNOT be printed front and back, please print single side.

- c. FILL OUT THE DIVORCE REGISTRATION FORM ([here](#))
- d. INCLUDE A PHOTOCOPY (scan, no pictures) OF THE PASSPORT OF BOTH SPOUSES - *please provide only the pages with personal information and signature*;
- e. SEND THE REQUIRED DOCUMENTATION BY MAIL

We suggest you to use a tracking number. For privacy and safety reasons every request must be sent by regular mail; we do NOT accept delivery in person.

- If you reside in this consular jurisdiction ([click here](#) to verify) send the original documents (no photocopies) by mail to:  
**Consolato Generale d'Italia**  
**Ufficio di Stato Civile**  
**2590 Webster St.**  
**San Francisco, CA 94115**

- If you do NOT reside in this consular jurisdiction, see [general info page](#) at point C.

- f. STATUS OF THE REGISTRATION REQUEST and REGISTRATION CONFIRMATION

Due to the huge amount of mail that we receive every day, **the Italian Consulate CANNOT confirm to each person if we have received the documents mailed to us (please use a tracking mail service for this).**

The Consulate will send the registration request by certified email to your Comune in Italy within 60 days from when the Consulate has received the complete set of the required documents. You will receive a copy of this e-mail.

The Comune will complete the registration procedure, usually within 30 days. However, this timeframe is highly variable, as it takes more time for larger Comuni (cities like Rome or Milan) to complete the registration procedure.

**To request a confirmation of the registration, you MUST contact the Comune in Italy, as the Consulate does NOT know when the Comune will complete the registration.**

We suggest you to e-mail the Anagrafe/Stato Civile Office of your Comune (please use the Italian language), after two weeks since you received