



U.S. ARMY OKINAWA

★ TORII STATION ★



LEGAL ASSISTANCE

• 652-4332 / 4742 • BUILDING 218, ROOM 220 •

MARRIAGE PROCESS ON OKINAWA

Are you or a fellow Soldier planning on getting married on Okinawa? The Torii Station Legal Assistance Office assists many Soldiers with the marriage process on Okinawa. To marry on Okinawa, be sure to comply with the steps in this document. In Japan, two consenting adults can make their own decision to get married, and that decision is registered as the formality to make it legal – *no ceremony is necessary!*

Step One: Obtain an “**Affidavit for Competency to Marry.**” You must sign the affidavit in front of a notary and show the notary your **U.S. passport**, **birth certificate**, or **U.S. naturalization certificate**.

- If the marriage involves only one U.S. Citizen, complete the Single Affidavit for Marriage at <https://japan2.usembassy.gov/pdfs/wwwf7114.pdf>.
- If the marriage involves two U.S. Citizens, complete the Joint Affidavit at <https://japan2.usembassy.gov/pdfs/wwwfjoint.pdf>.

Step Two: Complete a “**Kon-in Todoke**” (Japan Notification of Marriage form). The Japan Notification of Marriage forms are available at the City hall. This form needs to be filled out in Japanese, except for the signature blocks. If you are not able to write or understand Japanese, please have the translation office help you with this process when you complete Step Three. Two witnesses over the age of 20 are required. The witnesses do not have to appear in person at City Hall, but if the witnesses are not Japanese, a copy of the witnesses’ ID or passport must be provided. You must register your marriage at the City hall closest to youⁱ.

Step Three: Translate the Affidavit for Competency to Marry and birth/naturalization certificate into Japanese.

There is a fee to obtain the “Certificate of Acceptance of Notification of Marriage.” *This certificate is legal evidence of a valid marriage and should be translated into English by an official translator.*

Items to Bring to City Hall

1. Affidavit of Competency to Marry (with Japanese translation). This affidavit expires after 90 days.
2. Notification of Marriage (Japanese Kon-in Todoke form).
3. Military or other DoD ID Card.
4. Passport (if none, U.S. birth certificate or U.S. naturalization certificate translated into Japanese).
5. ¥350 for regular certificate / ¥1,400 for large certificate.

Complete an immigrant visa application: Non-U.S. spouses and stepchildren may not enter the U.S. without an immigrant visa. If you marry a non-U.S. citizen, immediately complete Part 1 of the immigrant visa application. This packet is available at the Legal Assistance Office on Torii Station.

Income tax returns: If you want to file a joint income tax return with your foreign national spouse, your spouse must apply for an Individual Tax Identification Number (ITIN). This form (W-7) is filed at the same time you file your federal income tax return. You may contact the Torii Station Legal Assistance Office for more information about applying for an ITIN.

ⁱ Contact Information for City Hall

Yomitan: 098-982-9200; **Okinawa City:** 098-939-1212; **Kadena:** 098-956-1111; **Chatan:** 098-936-1234

You are highly encouraged to bring a Japanese speaker with you when you present your registration papers in case there are any questions. **The process at the city hall may take a few hours. Please check the office hours and try to visit the city hall at earlier hours. The city halls close from 1200 – 1300 for lunch.**