

CONSULATE GENERAL OF THE REPUBLIC OF ANGOLA
IN THE UNITED KINGDOM OF GREAT BRITAIN AND NORTHERN IRELAND

WEDDING REGISTRATION BY TRANSCRIPTION

REQUIREMENTS

The request for the Transcription of a Wedding celebrated in the United Kingdom of Great Britain and Northern Ireland Central Registries is to be submitted upon presentation of the following documents:

PLEASE NOTE: THE APPLICANT MUST PROVIDE THE ORIGINAL AND COPIES OF ALL DOCUMENTATION (ONE COPY FOR EACH DOCUMENT)

ANGOLAN CITIZENS

1. **Letter** addressed to the Consulate General of Angola in the United Kingdom of Great Britain and Northern Ireland, with the request ([template](#)).
2. **Valid Consular Card**.
3. **Application Form** (to be collected at the Consulate General).
4. **Marriage Certificate** submitted according to the following requirements:
 - a) Translated into Portuguese by an official translator.
 - b) Recognised by Public Notary.
 - c) Legalised by the Foreign & Commonwealth Office (FCO).
 - d) Legalised by this Consulate General.
5. **Birth Certificate** issued in Angola, endorsed by the *Direcção Nacional de Registos e Notariado (Ministério da Justiça e dos Direitos Humanos de Angola)* – i.e. National Directorate of Registries and Notaries (Ministry of Justice and Human Rights of Angola) and legalised by the *Ministério das Relações Exteriores de Angola (MIREX)* – i.e. Ministry of Foreign Affairs of Angola.

6. Valid Passport (pages 1, 2 and last) or **Identity Card**.

7. Proof of Address – One of the following documents:

- Water, Gas or Electricity Bill.
- Council Tax Letter.
- UK Driving Licence.
- Bank Statement.

8. Proof of legal status in the United Kingdom – One of the following documents:

- Passport of one of the European Union countries.
- Permit of residence/stay in the United Kingdom.

FOREIGN CITIZENS

1. Full Birth Certificate:

- a) **British Birth Certificate** – This must be translated into Portuguese, recognised by a Public Notary and legalised by the Foreign & Commonwealth Office (FCO).
- b) **Any other country's Birth Certificate** which is in their native language, must be translated into Portuguese, recognised by a Public Notary and legalised by the Angolan consular services in the country of origin of the document or by the consular services of the applicant's country in the UK.

2. Valid Passport.

3. Proof of Address – One of the following documents:

- Water, Gas or Electricity Bill.
- Council Tax Letter.
- UK Driving Licence.
- Bank Statement.

4. Proof of legal status in the United Kingdom - One of the following documents:

- Passport of one of the European Union countries.
- Permit of residence/stay in the United Kingdom.

ADDITIONAL INFORMATION

- The absence of any of the required documents may result in the application being denied.
- Whenever necessary, the Consulate General reserves the right to request the presentation of other documents or demand the presence of the applicant.
- The submitted documents will remain property of the Consulate General.

EMOLUMENTS AND PROCESSING TIMES

Normal

£20.00 (twenty pounds)

Processing time: five (5) working days

Urgent

£30.00 (thirty pounds)

Processing time: two (2) working days

Legalisation of Wedding Certificate:

Normal: £17.00 – Processing time: 8 working days.

Urgent: £25.00 – Processing time: 3 working days.

PAYMENT

The emoluments may be paid by one of the following methods:

1) ATM available at the Consulate General facilities.

The following bank cards are accepted: Visa, Visa Debit, Visa Electron, MasterCard, Maestro, Discover and Diners Club International.

2) Bank Deposit or bank Transfer using the following data:

Bank: LLOYDS BANK

Sort Code: 30-93-84

Account Number: 24558260

Ref.: (Name and consular service requested – Ex: Visa, Consular Card, Passport, Emergency Travel Document, Legalisation, etc.)

3) IBAN system for international payments using the following data:

IBAN: GB17 LOYD 3093 8424 5582 60

SWIFBIC: LOYDGB21055

Branch: LDN OXFORD ST 399

Receiver Name: The Consulate of the Republic of Angola – Consular
Emoluments

Receiver Address: 46 Bedford Square, London WC1B 3DP, United Kingdom

IMPORTANT NOTICE:

- **THE PAYMENTS ARE NON REFUNDABLE.**
PLEASE BE SURE TO ORDER THE PROPER PAYMENT AMOUNT.
- **THE PAYMENT RECEIPT MUST BE ATTACHED TO THE REQUEST**
PLEASE KEEP A COPY OF THE RECEIPT.

HOW TO MAKE THE REQUEST

1) **AT OUR OFFICE** at:

21 Bedford Avenue, London WC1B 3AS.

Our working hours are as follows:

Submission of documents:

Monday, Wednesday and Friday, 9.45h to 12.15h.

Collection of documents:

Monday, Wednesday and Friday, 14.00h to 15.00h

2) **BY POST**

Please send your application, including proof of payment, to:

Consulate General of Angola in the UK

Registry and Notary Department

46 Bedford Square

London WC1B 3DP

If the applicant wishes to receive the documents by mail, please include a Royal Mail special delivery pre-paid and addressed envelope in order to ensure safe delivery. Alternatively, the applicant must pay ten pounds (£10) to cover mail costs, please also include proof of payment.

Please note: In choosing any other method of delivery, the applicant is responsible for ensuring that proper measures are taken. The Consulate General will not complete any forms from delivery services.

