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| **MISAWA AIR BASE** **MARRIAGE APPLICATION** |
| **DATA REQUIRED BY THE PRIVACY ACT OF 1974** |
| **AUTHORITY:** Title 10, U.S.C. 8013 **PRINCIPAL PURPOSE:** To ensure that the Servicemember has the necessary information to make an informed decision before marrying overseas and to ensure the member complies with United States and host nation law. **ROUTINE USES:** Information will be used for ensuring the Service member has all the information necessary to make an informed decision and is complying with United States and host nation law. **DISCLOSURE:** Disclosure of information is voluntary; failure to give this information may result in delay.  |
| **MILITARY TO FOREIGN NATIONAL INSTRUCTIONS** |
| **Congratulations on your engagement! The Legal Office is honored to facilitate your marriage in Misawa. To marry in Japan, you must follow the instructions outlined below: (Initial or write N/A as applicable)**\_\_\_\_\_\_\_ 1. Complete this Marriage Application.\_\_\_\_\_\_\_ 2. Attend a Pre-Marital Briefing at the Misawa Legal Office. Bring your Marriage Application for signature.\_\_\_\_\_\_\_ 3. Draft the required “Single Affidavit” using the template provided in this application. DO NOT SIGN YET!\_\_\_\_\_\_\_ 4. Provide original or certified copies of you and/or your intended spouse’s finalized divorce decree(s).\_\_\_\_\_\_\_ 5. Provide original or certified copies of you and your intended spouse’s passport or birth certificate.\_\_\_\_\_\_\_ 6. Provide a notarized “Statement of Consent” from you and/or your intended spouse’s parent or legal guardian if either of you is less than 20 years old, the legal age to marry in Japan. Include:* Full name and legal residence of the person being granted permission to marry;
* Full name and legal residence of the intended spouse;
* Date permission is granted; AND
* Full name, legal residence, and relationship of the person(s) granting permission.

\_\_\_\_\_\_\_ 7. Speak with your Unit Security Manager about concerns regarding your marriage to a foreign national and the potential effect on your security clearance IAW AFI 31-501. Bring your Marriage Application for signature.\_\_\_\_\_\_\_ 8. Your intended spouse must complete a medical examination. Bring your Marriage Application for signature.\_\_\_\_\_\_\_ 9. **Japanese Nationals**: If you are marrying a Japanese national, they will need to provide a certified copy of their family register (*Koseki Tohon*) or its extract (*Koseki Shohon*) to show their capacity to marry. Misawa City Hall will also require proof of their Japanese voter registration (*Juminhyo*).\_\_\_\_\_\_ 10. **Other Foreign Nationals:** If your intended spouse is a non-Japanese foreign national, they must obtain a “Certificate of Legal Competency to Contract Marriage” from their Embassy or local government agency certifying their capacity to marry. Additionally, they will need to provide a valid passport with the first page that contains their picture and personal data translated into Japanese by an off-base translator. \_\_\_\_\_\_ 11. Obtain your Commander’s approval. Bring your LES and/or Bank records to prove financial ability.\_\_\_\_\_\_ 12.Bring your completed application and supporting evidence to the Legal Office for final approval.\_\_\_\_\_\_ 13. Once your application is approved, schedule a marriage consultation with Mr. Yamauchi in the Legal Office.\_\_\_\_\_\_ 14. Provide Mr. Yamauchi with the full name (and full middle names if available) and date of birth of the two individuals that will act as your marriage witnesses. Both witnesses must be 20 or older. \_\_\_\_\_\_ 15. During your marriage consultation, Mr. Yamauchi will translate your Single Affidavit in Japanese and help you fill out the Japanese Marriage Registration Form (*Kon-in Todoke*).\_\_\_\_\_\_ 16.At the conclusion of your appointment, Mr. Yamauchi will schedule your marriage ceremony.\_\_\_\_\_\_ 17. Your marriage ceremony will be held in the Misawa Legal Office courtroom. You and your guests are required to wear appropriate attire; no flip-flops or clothing with profanity. Additionally, please notify the Legal Office in advance if you plan to have more than five guests attending.\_\_\_\_\_\_ 18. During your marriage ceremony, Mr. Yamauchi will ask you and your intended spouse to sign the marriage certificate. Each of your witnesses will sign the certificate. He will then ask you to sign the Single Affidavit. Finally, an officiating officer will swear in you and your intended spouse, ask you both questions and sign. \_\_\_\_\_\_ 19. After the ceremony, you and your spouse will have time to celebrate with your guests. The Legal Office encourages you to take photos and will have various marriage props available for your use.\_\_\_\_\_\_ 20. Mr. Yamauchi will register your marriage with Misawa City Hall, which requires a 1,400 yen filing fee. Once registered, you will be legally married! For extra copies, Misawa City charges 1,400 yen.\_\_\_\_\_\_ 21. Mr. Yamauchi will translate your marriage certificate from Japanese to English.**CONGRATULATIONS! YOU ARE NOW MARRIED IN MISAWA!** |

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| **SECTION I - PERSONAL DATA OF APPLICANT MILITARY MEMBER** |
| APPLICANT MEMBER (LAST NAME, FIRST NAME, MIDDLE NAME) | SOCIAL SECURITY NUMBER  |
| RANK/ GRADE | UNIT | DEROS | ETS |
| COMPLETE MILITARY ADDRESS (Include ZIP code)  | STATE OF LEGAL RESIDENCE |
| PLACE OF BIRTH (City, State, Country)  | DATE OF BIRTH (YYYYMMDD)  |
| CITIZENSHIP  | NUMBER OF DEPENDENTS  |
| MARRIAGE CEREMONY LOCATION (City, Country) **MISAWA AIR BASE, JAPAN** |  |
| **PAST MARRIAGES OF APPLICANT MILITARY MEMBER** |
| FORMER SPOUSE’S NAME  | DATE TERMINATED | REASON FOR TERMINATION (Divorce, Annulment, Death) |
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| **DEPENDENTS OF APPLICANT MILITARY MEMBER** |
| DEPENDENT’S NAME  | DATE OF BIRTH | RELATIONSHIP  | ADDRESS (Include ZIP Code)  |
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| **I certify that the contents of this form are accurate and complete and understand that knowingly falsifying this document will result in punishment under applicable provisions of the UCMJ.**  |
| **Date: (YYYYMMDD)**  | **Name and Grade** | **Signature of Applicant Military Member** |

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| **SECTION II - PERSONAL DATA OF FOREIGN NATIONAL** |
| NAME OF FOREIGN NATIONAL (as it appears on the passport or other official documents) |
| PLACE OF BIRTH (City, State, Country)  | DATE OF BIRTH (YYYYMMDD) |  CITIZENSHIP |
| CURRENT ADDRESS (Include ZIP Code)  | PERMANENT ADDRESS (Include ZIP Code)  |
| MARRIAGE CEREMONY LOCATION (City, Country) **MISAWA AIR BASE, JAPAN** |  |
| **EMPLOYMENT INFORMATION OF FOREIGN NATIONAL** |
| NAME OF PRESENT EMPLOYER | ADDRESS OF PRESENT EMPLOYER |
| **PASSPORT INFORMATION OF FOREIGN NATIONAL** |
| PASSPORT NUMBER AND PLACE ISSUED | ID NUMBER AND PLACE ISSUED (if applicable) |
| **PAST MARRIAGES OF FOREIGN NATIONAL** |
| FORMER SPOUSE’S NAME  | DATE TERMINATED | REASON FOR TERMINATION (Divorce, Annulment, Death) |
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| **DEPENDENTS OF FOREIGN NATIONAL** |
| DEPENDENT’S NAME  | DATE OF BIRTH | RELATIONSHIP  | ADDRESS (Include ZIP Code)  |
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| **CRIMINAL HISTORY OF FOREIGN NATIONAL** |
| Has the foreign national ever been convicted of any crimes other than minor traffic violations? YES NO |
| If "YES," provide a full description. |

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| **FAMILY INFORMATION OF FOREIGN NATIONAL** |
|  MOTHER'S NAME (LAST NAME, FIRST NAME, MIDDLE NAME, MAIDEN NAME)  |
|  CURRENT ADDRESS (Include ZIP Code)  |  PERMANENT ADDRESS (Include ZIP Code)  |
| PLACE OF BIRTH (City, State, Country)  | DATE OF BIRTH (YYYYMMDD) |  CITIZENSHIP  |
|  FATHER'S NAME (LAST NAME, FIRST NAME, MIDDLE NAME) |
|  CURRENT ADDRESS (Include ZIP Code)  | PERMANENT ADDRESS (Include ZIP Code)  |
| PLACE OF BIRTH (City, State, Country)  | DATE OF BIRTH (YYYYMMDD) |  CITIZENSHIP  |
| **DATES AND PLACES OF FOREIGN NATIONAL’S PRIOR RESIDENCES (Since 16 years of age)** |
| FROM (YYYYMMDD)  | TO (YYYYMMDD)  | ADDRESS (Street, City, State, Country) |
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| **REMARKS: Provide any additional information for items above where there was not enough space.** |
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| **I certify that the contents of this form are accurate and complete and understand that knowingly falsifying this document may result in disciplinary action through the Misawa Civilian Adjudication Program (MCAP) and/or may result in the delay or denial of my visa application to the United States.**  |
| **Date (YYYYMMDD)**  | **Name of Foreign National** | **Signature of Foreign National** |

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| **SECTION III - LEGAL BRIEFING** |
| **pre-marital brief:** The military member and the foreign national intended spouse attended a Pre-Marital Briefing at the Misawa Legal Office and have been informed of the following: (Both individuals must initial each line.)\_\_\_\_\_\_\_ \_\_\_\_\_\_ 1. **Procedural requirements for marriage in Japan.** Japan requires civil registration of the marriage at a Japanese government office. Registration constitutes a legal marriage recognized in the U.S. Japan does not recognize religious ceremonies alone.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 2. **Eligibility to marry in Japan.** Active duty, reservists on active duty orders, retirees and civilian employees are eligible for marriage in Japan. Same-sex marriages are not legal in Japan. Individuals must wait six months to marry after their finalized divorce.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 3. **Process for marriage between a military member and a foreign national may take up to 3 months**. 1) Complete application; 2) Both individuals’ passports/birth certificates; 3) Divorce decrees; 4) Prepare Single Affidavit; 5) Unit Security Manager 6) Medical exam; 7) Commander approval; 8) “Certificate of Legal Competency to Contract Marriage” from Embassy or Japanese family register and voter registration; 9) Foreign passport translated into Japanese; and 10) Legal Office approval. \_\_\_\_\_\_\_ \_\_\_\_\_\_ 4. **Importance of updating the member’s SGLI, FSGLI, Death Gratuity and Wills.**\_\_\_\_\_\_\_ \_\_\_\_\_\_ 5. **Marriage benefits for military members.** Members may be eligible to live in on-base housing, take up to 21 days paternity leave, receive Family Separation Allowance and emergency leave to care for a sick spouse, and obtain coverage for moving expenses.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 6. **Marriage benefits for civilian spouses.** Civilian spouses are able to use a Military dependent ID card to enter military bases, access AAFES facilities and tax-free shopping (i.e. Shoppette, BX, Commissary), and use on-base services including legal assistance, AFRC, postal services, chaplain, Military One Source (online), Outdoor Recreation/ITT and veterinary care. Civilian spouses are also entitled to military healthcare benefits through TRICARE.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 7. O**n-base purchases and the black market.** Black market sales may result in disciplinary action under the UCMJ for military members or through the MCAP for civilians.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 8. **Personal financial responsibilities.** Military members are expected to provide adequate financial support to spouses and family members under AFI 36-2906.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 9. **Failure to Support.** If the member fails to provide adequate financial support, the spouse may:Step 1: Notify the member’s First Sergeant by phone and in writing. Step 2:  Obtain a court order to ensure the filing spouse receives adequate spousal/child support from the member. The court order must be filed in a court in member spouse’s state of legal residence. Step 3: If the member still fails to pay, the other spouse must return to court and obtain a garnishment order. This order allows payments to be taken directly out of the member's pay through DFAS.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 9. **Protections From Court Action.** Military members have certain legal protections against court orders under the Servicemember's Civil Relief Act. If a member cannot appear in court due to: 1) military necessity (if the member is deployed or assigned overseas); and 2) the commander certifies that leave is not possible, the court must grant a 90-day stay (delay) in any court action. The member can request an extension from the court.\_\_\_\_\_\_\_ \_\_\_\_\_\_ 10. **Legal Separation and** **Divorce.** The military does not recognized legal separation. Divorce may be filed in the member’s state of legal residence. The most effective way to serve divorce papers in Japan is by certified mail per the Hague Service Convention. Alimony and child support laws vary by state. The Uniformed Services Former Spouse Protection Act (USFSPA) offers some financial protection to certain former spouses of military members. The USFSPA allows states to divide military disposable retirement pay as marital property upon divorce. \_\_\_\_\_\_\_ \_\_\_\_\_\_ 11. **International custody governed by the Hague Convention on International Child Abduction**. |
| **Date (YYYYMMDD)**  | **Name and Grade** | **Signature of Applicant Member** |
| **Date (YYYYMMDD)** | **Name** | **Signature of Foreign National** |
| **Date (YYYYMMDD)**  | **Name and Grade of Legal Office POC** | **Signature of Legal Office POC** |
| **SECTION IV - IMMIGRATION COUNSELING** |
| In accordance with AFI 36-2609, the Legal Office has explained following to the undersigned: (Foreign national must initial.) \_\_\_\_\_\_\_ 1. **WARNING:** Marriage between a U.S. Service member and a foreign national does not guarantee that the foreign national spouse will automatically be allowed to enter and live in the United States. In order to lawfully enter the United States, the foreign national must apply for a U.S. visa.\_\_\_\_\_\_\_ 2. **MARRIAGE FRAUD:** A foreign national may be deported for marriage fraud if 1) he/she was admitted into the U.S. with an immigrant visa based on a marriage entered into less than two years prior to entering the U.S and 2) he/she got the marriage divorce or annulled within two years of admission into the U.S. To overcome the marriage fraud presumption, the foreign national must establish to the satisfaction of the Attorney General that the marriage was not contracted for the purpose of evading any provisions of the immigration laws. 8 U.S.C. § 1227(a)(1)(G). \_\_\_\_\_\_\_ 3. **POSSIBLE GROUNDS FOR VISA DENIALS:** Unless otherwise provided by the U.S. Code, foreign nationals may be excluded from admission to the United States if they: * 1. Have a physical or mental disorder and behavior associated with the disorder which may pose or which has posed a threat to the property, safety, or welfare of the alien or others.
	2. Are afflicted with any dangerous contagious disease, including infection with etiologic agent for acquired immune deficiency syndrome (AIDS).
	3. Are drug addicts.
	4. Are prostitutes or have engaged in or profited from prostitution or are coming to the U.S. to engage in any other unlawful commercialized vice, whether or not related to prostitution.
	5. Are engaged in terrorist activity or are reasonably likely to engage in terrorist activity upon entry into the U.S. or is a member of a foreign terrorist organization.
	6. Are members of or affiliated with the communist or any other totalitarian party or association.
	7. Seek entry to engage in any activity to violate U.S. laws relating to espionage or sabotage or to violate U.S. laws prohibiting export from the U.S. of goods, technology, or sensitive information; any other unlawful activity; or any activity to oppose, control, or overthrow the Government of the U.S. by force, violence, or unlawful means.
	8. Have been convicted of a crime involving moral turpitude or admits to having committed such a crime.
	9. Have been convicted of two or more offenses (other than purely political offenses) for which the aggregate sentence to confinement actually imposed was 5 years or more.
	10. Have been convicted of (or admit violating) any law or regulation relating to controlled substance.
	11. Have been convicted of certain other offenses specified in Title 8, United States Code Section 1182 regarding the general classes of excludable aliens.
	12. Have been arrested and deported, have fallen into distress and have been removed from the U.S., or have been excluded from admission and deported -- unless the U.S. Attorney General has agreed to their applying or reapplying for admission.

\_\_\_\_\_\_\_ 4. **IMMIGRANT VISA APPLICATION:** The first step in the U.S. immigrant visa process is to file a Petition for Alien Relative, Form I-130, with the U.S. Citizenship and Immigration Services (USCIS). For instructions on how to file a petition, including where you should send the petition, see the USCIS website at travel.state.gov. Visa application processing times may exceed three months. Plan accordingly when considering travel to the U.S. |
| **Date (YYYYMMDD)**  | **Name and Grade** | **Signature of Applicant Member** |
| **Date (YYYYMMDD)** | **Name** | **Signature of Foreign National** |
| **Date (YYYYMMDD)**  | **Name and Grade of Legal Office POC** | **Signature of Legal Office POC** |

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| **SECTION V - UNIT SECURITY MANAGER COORDINATION** |
|  Military members must report their marriage to a foreign national to their Unit Security Manager.**NOTE:** Per AFI 36-2609, a military sponsor’s career can be adversely effected as a result of a marriage to a foreign national when the sponsor occupies a sensitive position requiring access to classified defense information or cryptographic matter. The military member should closely examine the possible consequences in consultation with their Unit Security Manager. The military member should also consider that a possible reclassification action could occur and the resultant impact on his or her career aspirations. |
| **As the Unit Security Manager, I have met with the military member and informed her/him of the possible consequences associated with their marriage to a foreign national.** |
| **Date** **(YYYYMMDD)** | **Name and Grade** |  **Signature of Security Manager**  |

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| **SECTION VI - PRE-MARITAL MEDICAL CHECKLIST** |
| **Per AFI 36-2609, a medical examination is required for foreign national and all dependents who will reside with the prospective military spouse, and that intend to seek admission to the United States. You may schedule an appointment for the required medical examination by following the steps outlined below. Note that a successful medical examination does not guarantee your spouse’s entry into the United States. Further, pre-martial medical appointments will take three or more weeks to be completed.**\_\_\_\_\_\_\_ 1. Request a “Telephone Consult Request Form” at the Family Health Front Desk and ask for the Pre-Martial/Command Sponsorship packets OR contact the appointment line and request a T-Con be place for a Pre-Marital screening. \_\_\_\_\_\_\_ 2. A Medical Group representative will be in contact with you in 72 hours with more instructions regarding labs and x-rays to be completed. \_\_\_\_\_\_\_ 3. Complete labs and x-rays. Labs and Radiology hours are Monday-Friday 0730-1600. Labs and Radiology are located downstairs. Take elevator or stairs by the Coffee Shop. \_\_\_\_\_\_\_ 4. Contact the Medical Group representative after completing the labs. They will make an appointment for you 2 weeks out to review packet, labs, and x-rays and close your current T-Con. (It takes 2 weeks to get labs back because they are shipped to San Antonio). \_\_\_\_\_\_\_ 5. Appointment: Please arrive 15 minutes early, with packet filled out and the following forms.1. **DS-2053** *MEDICAL EXAMINATION FOR IMMIGRANT OF REFUGEE APPLICANT*
2. **DS-3024** *CHEST X-RAY AND CLASSIFICATION WORKSHEET*
3. **DS-3025** *VACCINATION DOCUMENTATION WORKSHEET*
4. **DS-3026** *MEDICAL HISTORY AND PHYSICAL EXAMINATION WORKSHEET*

\_\_\_\_\_\_\_ 6. At the appointment, you will review the intended spouse’s past medical history, surgeries or hospitalizations, family history, allergies, etc.\_\_\_\_\_\_\_ 7. After appointment, the packet will be completed and ready to be dropped off with the Legal Office.If you have any questions about the pre-marital medical examination process, please contact the Medical Group representative at 226-6200. |
| **Date** **(YYYYMMDD)** | **Name and Grade of Medical Representative** |  **Signature of Medical Representative**  |

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| **SECTION VII – APPROVAL FROM APPLICANT MILITARY MEMBER’S SQUADRON LEVEL COMMANDER** |
| Per AFI 36-2609,the applicant military member appeared before me and I have verified the following: (Initial)\_\_\_\_\_\_\_ 1. The member has attended a Pre-Marital Briefing at the Misawa Legal Office. \_\_\_\_\_\_\_ 2. The member's official military personnel records and finance records indicate that she or he is not presently married. \_\_\_\_\_\_\_ 3. The member understands her/his financial obligations in connection with the marriage. The member assures me that adequate arrangements have been made to provide adequate financial support to his spouse and any other dependents. \_\_\_\_\_\_\_ 4. If the member is less than 20 years old, the member has acquired signed, notarized proof of parental consent to marry.  \_\_\_\_\_\_\_\_ Inapplicable.  |
| **Date (YYYYMMDD)** | **Name and Grade of Squadron Level/CC** | **Signature of Squadron Level/CC** |

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| **SECTION VIII – MARRIAGE CEREMONY WITNESSES**  |
| **INSTRUCTIONS:** Provide the full name (and full middle names if available) and date of birth of the two individuals that will act as your marriage witnesses. Both witnesses must be 20 or older. |
| WITNESS #1 (LAST NAME, FIRST NAME, MIDDLE NAME) | DATE OF BIRTH (YYYYMMDD) |
| WITNESS #2 (LAST NAME, FIRST NAME, MIDDLE NAME) | DATE OF BIRTH (YYYYMMDD) |

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| **SECTION IX – SINGLE AFFIDAVIT FOR THE MILITARY MEMBER** |
| **INSTRUCTIONS:** The military member must draft the required “Single Affidavit” on Microsoft Word in **Times New Roman, 1 page,** using the template and example provided on the pages to follow. Below provides a numbered guide for the template on the next page. The following page provides an example of a completed Single Affidavit. **DO NOT SIGN THE AFFIDAVIT UNTIL THE MARRIAGE CEREMONY!** |
| **TEMPLATE GUIDE:** The following numbers correspond with the numbers on the template on the next page. Replace the numbers with the appropriate responses outlined below:1. Applicant’s full legal name (include full middle name).
2. Father’s full legal name it appears on birth certificate.
* If adopted, include full legal name as it appears on an adoption certificate.
* If the full name of father is unknown, exclude this line.
1. Mother’s full legal (married) name it appears on birth certificate.
2. Home address in the U.S.
3. Date Month Year (Ex. 24 March 1980)
4. City, State
5. If you are military member, include branch of service with your pay grade.
* U.S. Air Force (E-4), U.S. Navy (E-6), U.S. Army (E-5), etc.
* If you are government employee, identify your title (Civilian Contractor, DoDEA Employee, etc.).
1. Evidence of your U.S. citizenship: Birth Certificate, U.S. Passport No., or Naturalization Certificate.
2. Misawa Air Base, Japan
3. If you have not been divorced, stop here.
4. If you have been divorced, include the following:
5. Full legal name (include full middle name) of husband/wife.
6. Date of divorce decree.
7. Full legal name of former husband/wife as it appears on divorce decree.
8. Name of the court as it appears on divorce decree.
9. Name of county as it appears on divorce decree.
10. Name of city or town as it appears on divorce decree.
11. Name of state as it appears on divorce decree.
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| **SECTION IX – SINGLE AFFIDAVIT TEMPLATE** |

SERVING WITH THE UNITED)

STATES ARMED FORCES AT )

MISAWA AIR BASE, JAPAN )

 SINGLE AFFIDAVIT OF:

 **[1]** **Bride or Groom**

Declarants:

\_\_ **[1]** , the Xst daughter/son of  **[2]** and **[3]** , citizens of the United States of America.

Legal Address: **[4]**

Date of Birth : **[5]**

Place of Birth : **[6]**

Occupation : **[7]**

Evidence of Citizenship: **[8]**

Local Address: **[9]**

 I, the above-named  **[1]** being duly sworn, do declare that according to the laws of my State, I am of legal marriageable age, (**[10]** that I have not been married before)( **[11]** that I have not been married before),\*and that there is no hindrance, legal or otherwise, to my uniting this day in marriage in Misawa-shi, Aomori-ken, Japan.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

  **[1]**

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_\_\_\_, \_\_\_\_\_\_.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\* I,  **[11a]** , was divorced on  **[11b]** from  **[11c]**  in the  **[11d]** for  **\_\_\_\_[11e] \_\_\_**  ,  **\_\_\_\_\_\_[11f] \_\_**  , **\_\_\_\_ [11g]\_\_\_\_\_\_\_\_\_.**

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| **SECTION IX – SINGLE AFFIDAVIT EXAMPLE** |

SERVING WITH THE UNITED)

STATES ARMED FORCES AT )

MISAWA AIR BASE, JAPAN )

 AFFIDAVIT OF:

 Marie Lynn Brown

Declarants:

Marie Lynn Brown, the 2nd daughter of Eric Lee Brown and Lori Kay Brown, citizens of the United States of America.

Legal Address: 189 Cherry Blossom Drive, Denver, CO 00000

Date of Birth : 28 December 1990

Place of Birth : Denver, CO

Occupation : U.S. Air Force (E-5)

Evidence of Citizenship: U.S. Passport No. 203220295

Local Address: PSC 76 Box 0000, APO AP 96319-0024, Misawa Air Base, Japan

 I, the above-named Marie Lynn Brown being duly sworn, do declare that according to the laws of my State, I am of legal marriageable age, that I have not been married before,\* and that there is no hindrance, legal or otherwise, to my uniting this day in marriage in Misawa-shi, Aomori-ken, Japan.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 MARIE LYNN BROWN

Subscribed and sworn to before me this \_\_\_ day of \_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\* I, Marie Lynn Brown, was divorced on 15 March 2015 from Michael Richard Green in the 375th Judicial District Court for Orange County, Los Angeles, California.

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| **SECTION X – REQUIRED DOCUMENTS** |
| Bring the following documents to the Legal Office when you turn in your application for review: (Initial)\_\_\_\_\_\_\_ 1. Original or certified copies of you and/or your intended spouse’s finalized divorce decree(s).Foreign Divorce decrees must be translated into Japanese. \_\_\_\_\_\_\_ 2. Original or certified copies of the military member’s passport or birth certificate\_\_\_\_\_\_\_ 3. Notarized “Statement of Consent” from you and/or your intended spouse’s parent or legal guardian if either of you is less than 20 years old, the legal age to marry in Japan. If this document is written in a language other than English or Japanese, it must be translated into Japanese. Include:* Full name and legal residence of the person being granted permission to marry;
* Full name and legal residence of the intended spouse;
* Date permission is granted; AND
* Full name, legal residence, and relationship of the person(s) granting permission.

\_\_\_\_\_\_\_ 4. Completed Single Affidavit with military member’s information **JAPANESE NATIONALS:**\_\_\_\_\_\_\_ 5. Certified copy of the intended spouse’s family register (*Koseki Tohon*) or its extract (*Koseki Shohon*) \_\_\_\_\_\_\_ 6. Proof of Japanese voter registration (*Juminhyo*)**OTHER FOREIGN NATIONALS:** \_\_\_\_\_\_\_ 7. “Certificate of Legal Competency to Contract Marriage” from the foreign national’s Embassy\_\_\_\_\_\_\_ 8. Foreign national’s valid passport with the first page that contains their picture and personal data translated into Japanese by an off-base translator  |
| **Date (YYYYMMDD)**  | **Name and Grade** | **Signature of Applicant Member** |
| **Date (YYYYMMDD)** | **Name** | **Signature of Foreign National** |

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| **SECTION XI – FINAL COMPLIANCE REVIEW (LEGAL OFFICE)** |
| The Legal Office must review the following sections for all required information and signatures: (Initial)**\_\_\_\_\_\_\_ SECTION I:** Military member has completed all required personal data and signed.**\_\_\_\_\_\_\_ SECTION II:** Foreign national has completed all required personal data and signed.**\_\_\_\_\_\_\_ SECTION III:** Both military member and foreign national attended a Pre-Marital Briefing, signed the Briefing sheet and obtained the required Legal Office signature.**\_\_\_\_\_\_\_ SECTION IV:** Military member and foreign national received immigration counseling at Legal Office.**\_\_\_\_\_\_\_ SECTION V:** Military member notified and consulted with her/his Unit Security Manager about marriage to a foreign national.**\_\_\_\_\_\_\_ SECTION VI:** Foreign national has completed the medical checklist and has all required medical documents and signatures.1. **DS-2053** *MEDICAL EXAMINATION FOR IMMIGRANT OF REFUGEE APPLICANT*
2. **DS-3024** *CHEST X-RAY AND CLASSIFICATION WORKSHEET*
3. **DS-3025** *VACCINATION DOCUMENTATION WORKSHEET*
4. **DS-3026** *MEDICAL HISTORY AND PHYSICAL EXAMINATION WORKSHEET*

**\_\_\_\_\_\_\_ SECTION VII:** Military member received approval from his/her Squadron Level Commander.**\_\_\_\_\_\_\_ SECTION VIII:** Couple has provided the names and birthdates for two marriage witnesses.**\_\_\_\_\_\_\_ SECTION IX:** Military member has completed the Single Affidavit in compliance with the template. Single Affidavit has not been signed.**\_\_\_\_\_\_\_ SECTION X:** Couple has provided the required documents for citizenship, divorce and consent. |
| **After reviewing each section, this pre-marital application appears to be completed correctly.** |
| **Date (YYYYMMDD)**  | **Name and Grade of Judge Advocate** | **Signature of the Judge Advocate**  |

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| **NEXT STEPS FOR NEWLYWEDS** |
| Now that you are newlyweds, you may assume the marriage registration process is complete. However, there are critical post-marriage actions you must take for you and your spouse to smoothly transition into married life in the military in Misawa. Please follow these important steps after you receive your translated marriage license:\_\_\_\_\_\_ 1. **Enroll your civilian spouse in DEERS.** Take your original and translated marriage certificates to MPS Customer Support to update DEERS. Be sure to bring your spouse’s birth certificate, Social Security Card, and photo ID. Upon your request, the DEERS technician will provide you with a copy of DD Form 1172-2, which you will need for other on-base agencies. If you have stepchildren, bring in a copy of their birth certificate.\_\_\_\_\_\_ 2. **Get a U.S. Military Dependent ID card for your civilian spouse.** When applying for a dependent ID card, please ensure that your civilian spouse has two valid forms of ID for authorization. You must accompany the civilian spouse when applying for a dependent ID or you may obtain a specific Power of Attorney from the Legal Office authorizing the civilian spouse to get the ID card alone.\_\_\_\_\_\_ 3. **Apply for Command Sponsorship for the civilian spouse.** Command sponsorship requires:1. Copy of PCS orders and amendments (if applicable) that brought you to Misawa
2. DD Form 1172-2 DEERS Enrollment Form (with sponsor and verify official reps’ signatures)
3. Copy of previous Command Sponsorship approval letter(s) (if applicable)
4. AF Form 1466 & 1466D - (Medical Clearance) ALL PAGES
5. Original and Translated Marriage Certificates

\_\_\_\_\_\_ 4. **Update your SGLI and enroll the civilian spouse in FSGLI.** You must recertify your SGLI record on the milConnect portal website at https://www.dmdc.osd.mil/milconnect. You will also need to enroll your spouse in Family Servicemembers’ Group Life Insurance (FSGLI). FGLI requires you to pay a premium to add your spouse, but other dependents will be covered for free.\_\_\_\_\_\_ 5. **Add your civilian spouse to your Record of Emergency Data.** Update your vRed via virtual MPF to reflect your change in marital status.\_\_\_\_\_\_ 6. **Update your records at the Finance Office.** Report to the Finance Office on the second floor of the Torii Building, Building 656 to update your withholding for exemptions (W-4), BAS, and address.\_\_\_\_\_\_ 7. **Enroll your civilian spouse in TRICARE Prime Overseas.** Active duty members may enroll their command-sponsored, civilian spouse in TRICARE by calling the Pacific Regional Center at 012-098-3990 (if dialing from a Japanese cellphone) or 99-012-098-3990 (if dialing from DSN). Press Option 4 for Enrollments, then Option 3 for TOP Prime New Enrollments. You must make sure to have your PCS orders on hand to verify your TRICARE eligibility. For questions, call Misawa TRICARE at 226-6000 or visit the office in Building 99 across from Pediatrics and Family Health.\_\_\_\_\_\_ 8. **Update your records with the Housing Management Office.** Misawa has an "On-Base First" Family Housing policy for married active duty members. If on-base family housing is available, you may be required to live in an on-base family housing unit that meets your grade and family size per AFI 32-6001. If you currently live in on-base housing, the Housing Management Office (HMO) will assist you in facilitating your move to on-base family housing. If you currently live off-base, you must either apply to live in on-base housing or file an Exception to Policy (ETP) request with the HMO to remain off-base. Upon receipt, the HMO will forward your request to the appropriate authority level.\_\_\_\_\_\_ 9. **Memorize each other’s Social Security Numbers.**Knowing your new spouse’s Social Security is essential and will help you with agencies on-base. Exchange your Socials and commit them to memory.\_\_\_\_\_ 10. **Create a Power of Attorney for your civilian spouse in the Legal Office.**[Powers of Attorney](http://www.military.com/benefits/military-legal-matters/power-of-attorney.html) (POA) are legal documents that will allow your spouse to act on your behalf when you are absent or deployed. Your spouse can use a POA to take out a loan, manage your finances, get a new ID card, etc.\_\_\_\_\_ 11. **Introduce your spouse to your First Sergeant.** One of the most invaluable resources available within every squadron/unit is the First Sergeant or “Shirt.” One of the First Sergeant’s primary duties is to promote the morale, welfare, and health of Airmen and families in their squadron. When an Airman has a problem about pay, leave, travel, dependent care, work details, housing, etc., the First Sergeant can facilitate resolution through his/her established relationship with appropriate agencies on-base. The First Sergeant also assists spouse/family members at any time, especially when the Airman is on temporary duty (TDY) or deployed, and works closely with the squadron’s Key Spouse. New spouses are encouraged to become acquainted with the First Sergeant.\_\_\_\_\_ 12. **Visit the Airman & Family Readiness Center.** The Airman & Family Readiness Center (AFRC) offers support and assistance to military members and their families. The AFRC also sponsors U.S. Air Force Heartlink for new spouses, which introduces new spouses to the military lifestyle while offering specific information about customs, tradition, mission, and available resources.  |