



**Consulate General of the Republic of Trinidad and Tobago**  
125 Maiden Lane, 4<sup>th</sup> Floor, New York, NY 10038, U.S.A.  
Tel.: (212)682-7272 ▪ Fax: (212)232-0368 ▪  
e-mail: [cgnyconsulateinfo@foreign.gov.tt](mailto:cgnyconsulateinfo@foreign.gov.tt) ▪ Website: <https://foreign.gov.tt/cgnewyork>

## **APPLYING FOR A CERTIFICATE OF NON IMPEDIMENT BY MAIL**

### **A. GENERAL GUIDELINES**

1. A Certificate of Non Impediment (Fact/No-Objection) is a document which states the marital status of a person in Trinidad and Tobago. It is normally required by an individual who intends to get married in a foreign country.
2. This document is issued by the Registrar General's Department, Ministry of Legal Affairs in Port-of-Spain, Trinidad and Tobago.
3. **ALL** fees are to be paid by **Money Order only** and made payable to "**Consulate General of Trinidad and Tobago**" (No Checks or Cash accepted).
4. The cost for obtaining a Non Impediment certificate through this Consulate General is **\$28.00**:

Search of marriage records -	<b>\$15.00</b>
Each certificate of Non Impediment-	<b>\$ 8.00</b>
Service Charge -	<b>\$ 5.00</b>
Total -	<b>\$ 28.00</b>
5. The certificate(s) **MUST** be collected from the Consulate within three (3) years from the date of application. After three (3) years, the certificate(s) will be destroyed.
6. Kindly ensure that the application is complete. The following errors/omissions must be avoided, since they **would** cause delays in processing the application:-
  - *NO SIGNATURE ON FORMS*
  - *INCORRECT INFORMATION ON THE FORM*
  - *PHOTOCOPIES ARE NOT CLEAR*
  - *MAILED IN APPLICATIONS ARE NOT NOTARIZED*
  - *HANDWRITING IS DIFFICULT TO READ*
  - *NO PHOTO ID IS PROVIDED*
  - *PHOTO ID IS EXPIRED OR UNUSABLE*
  - *INCORRECT FEES SUBMITTED*
7. An Apostille (authentication stamp) will be placed at the back of the certificate, at no additional cost to the applicant.

**B. DOCUMENTS REQUIRED TO APPLY FOR A CERTIFICATE OF NON IMPEDIMENT IN PERSON**

1. Two (2) completed Application Forms(notarized)
2. Two (2) notarized copies of a **VALID** photo identification (ID),  
(Example: Driver's License, State Identification Card, Alien Registration Card, Passport or Certificate of Citizenship from Trinidad and Tobago **or** US).
3. Money order for fees (see **A3 and A4** above).
4. To have the certificate(s) mailed to you, include postage fees or a prepaid envelope (see **Section D**).

**C. APPLICATION PROCESS**

- On receipt of the completed application and fees, the Consulate General forwards the documents to the Registrar General's Department, Ministry of Legal Affairs for processing.
- The search is conducted and the completed certificate is mailed to the Consulate General in New York. This process takes **approximately** eight (8) weeks.
- Applicants are also **encouraged** to check on the status of the certificate with the Consulate General via the following:-
  - by contacting the officers at 212-682-7272 x 1106 or 1124
  - by sending an email to [cgnycertificates@foreign.gov.tt](mailto:cgnycertificates@foreign.gov.tt).

**D. RETURN MAILING OPTIONS (Choose one)**

Fees are paid by **MONEY ORDER ONLY** and made payable to “**Consulate General of Trinidad and Tobago**”. Individual money orders must be made for each application.

(i) **Postage via FedEx:**

2 day shipping - Twenty Dollars (**\$20.00**)

(ii) Next day/Saturday Shipping - Thirty Dollars (**\$30.00**)

Mail a **PREPAID RETURN** Envelope and Select “**ENSURE SIGNATURE UPON DELIVERY**” option



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**APPLICATION FOR A CERTIFICATE OF NON IMPEDIMENT (FACT)**

**SECTION A – APPLICANT INFORMATION**

First Name : \_\_\_\_\_ Last Name: \_\_\_\_\_

Address : \_\_\_\_\_

Telephone : (Home) \_\_\_\_\_ (Cell): \_\_\_\_\_

E-mail : \_\_\_\_\_

Valid I.D. (ID/PP/DP) \_\_\_\_\_

NUMBER

PLACE OF ISSUE

EXPIRATION DATE (MM/DD/YYYY)

**SECTION B - DETAILS OF SEARCH REQUEST**

Name of Person: \_\_\_\_\_

Date of Birth: (dd/mm/yyyy) \_\_\_\_\_ No. of Certificates Requested: \_\_\_\_\_

Place of Birth: (Town/Country) \_\_\_\_\_

Country where Certificate is to be used \_\_\_\_\_

**SECTION C - AUTHORISATION**

I, \_\_\_\_\_ (name), hereby authorize the Consulate General in New York to obtain the above Certificate of Non Impediment (Fact) with an **Apostille Stamp** on my behalf.

**FOR OFFICIAL USE**

FEE: \$	_____
RECEIPT NO:	_____
DATE:	_____



\_\_\_\_\_

SIGNATURE & STAMP OF NOTARY PUBLIC