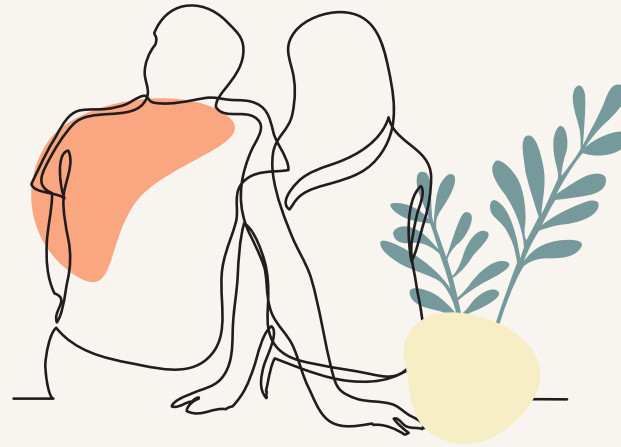




Muslim Marriage Process User Guide – Uploading Documents

User Guide – Uploading Documents

From November 2025, all marriage applications must include supporting documents. When filing your marriage application, you will be required to upload documents for the relevant parties before proceeding to the next section. This facilitates the processing of your application.

Upload documents

Please ensure that you upload the correct documents as required. Documents uploaded are subject to approval by ROMM. You will receive an email notification if you need to re-upload documents that have not been accepted.

Only documents in PDF, DOC, PNG or JPG formats are accepted and the size of each file is capped at 5MB.

Documents marked with * are mandatory.

You may view your uploaded documents here.

Document Type	Document Name	Action
Birth Certificate		Upload
ID (NRIC for SC/PR; Passport for NR)*		Upload

Main applicant's profile

Full name

Alias name

Gender

Date of birth

Citizenship

ID type

ID number

Nationality

Sex

Ethnicity

Marital status

Religion

Muslim convert

Highest education level

Occupation type

Occupation

Gross monthly income from work

Phone

Contact details

Mobile number

Email address

Address

Address type

Search your address

Block / house number

Street name

Floor

Unit

Building name

Postal code

Description

1 Main applicant's profile

2 Spouse-to-be's profile

3 Submission booking

4 Additional information

5 Appointment with ROMM

6 Payment & Acknowledgement

Upload documents

Please ensure that you upload the correct documents as required. Documents uploaded are subject to approval by ROMM. You will receive an email notification if you need to re-upload documents that have not been accepted.

Only documents in PDF, DOC, PNG or JPG formats are accepted and the size of each file is capped at 5MB.

Documents marked with * are mandatory.

You may view your uploaded documents here.

Document Type	Document Name	Action
Birth Certificate		Upload
ID (NRIC for SC/PR; Passport for NR)*	IDNRIC_DOCUMENT	Upload

Save and continue

Back

Note: A detailed list of required documents can be found at the last page of this guide.

User Guide – Uploading Documents

Upload documents

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Documents marked with * are mandatory.

You may view your uploaded documents here.

Document Type	Document Name	Action
Birth Certificate		Upload
ID (NRIC for SC/PR; Passport for NR)*	Groom_JC.docx	

[Save and continue](#) [Back](#)

After uploading your document(s), you can click 'Document Name' to view the document

- Once you have confirmed your details and uploaded all required documents, click this button to continue to the next step

- To upload a document, you can click on this button and select the document to be uploaded

- If you need to delete the uploaded document, click the 'bin' button

User Guide – Uploading Documents

After you make payment and submit your application, you can view or upload more documents via your dashboard here.

View/upload documents

You can view your uploaded documents or upload new ones (if required) here

View/Upload

Home / Muslim marriage process / Muslim marriage application

My marriage application

Review your completed application or make changes here.

If you need a help, [click here](#) to find the guidance.

Task to complete

Face-to-Face (F2F) session (Bersamamu)

Please book your F2F session. Subsequently, you must verify the completion of your F2F session on this dashboard before proceeding to the next step.

Book

Your Bookings

Appointment with ROMM

Accepted

Appointment date and time

Venue address

Solemnisation booking

Accepted

Kadi/Habib Kadi

Solemnisation date and time

Venue type

Venue address

Other services

Make changes to your solemnisation or appointment with ROMM

Change your solemnisation date, time, venue and witness details or appointment with ROMM.

Changes to "Appointment with ROMM" has to be made before your scheduled appointment and limited to 2 times ONLY. You are only allowed ONE last change after this.

Change

Download summary of application

Get a copy of the summary of your marriage application and documents to bring for verification (if applicable).

Download

View/upload documents

You can view your uploaded documents or upload new ones (if required) here.

View/Upload

Cancellation of marriage application

You may cancel your marriage application here. If you decide to proceed, please inform your Kadi/Habib Kadi of the cancellation.

Note: The marriage application can be cancelled either by groom/bride.

Cancel

Try Our Marriage Journey Quiz

If you have not tried, Our Marriage Journey Quiz will help you gain insights into your relationship dynamics and access tips on how to grow your relationship with your partner.

Start

Join a marriage preparation programme

Want to build a strong foundation for your marriage? Join a marriage preparation programme to learn practical tools for your lifelong journey together.

Start

User Guide – Uploading Documents

View/upload documents

Please ensure that you upload the correct documents as required. Documents uploaded are subject to approval by ROMM. You will receive an email notification if you need to re-upload documents that have not been accepted.

Only documents in PDF, DOC, PNG or JPG formats are accepted and the size of each file is capped at 5MB.

You may view your uploaded documents here.

Upload document

Upload document for Groom

Document Type	Document Name	Status	Action
Birth Certificate			Upload
ID (NRIC for SC/PR; Passport for NR)	Groom_IC.docx	PENDING	

Upload document for Bride

Document Type	Document Name	Status	Action
Birth Certificate			Upload
ID (NRIC for SC/PR; Passport for NR)	Bride_IC.docx	ACCEPTED	

Upload document for Wali

Document Type	Document Name	Status	Action
ID of Wali (Father, Paternal Grandfather, Uncles, etc.)	Wali_ID.pdf	REJECTED	Upload
Marriage Certificate of Biological Parents			Upload

Save and submit

- You can upload more supporting documents here

- Uploaded documents will show a “Pending” status while we review and verify them

- Once verified, the status will change to “Accepted”

- If your documents do not meet our requirements during verification, they will be rejected, and the status will change to “Rejected”

- Use this button to resubmit a new document if your initial document is rejected

- Don't forget to click “Save and Submit”. This finalises your document upload so we can review them

User Guide – Uploading Documents

Here are the list of documents to be uploaded:

- ✓ NRIC for Singapore Citizen/Permanent Resident (*for bride, groom and wali/next-of-kin*)
- ✓ Passport for Non-Singapore Resident (*for bride, groom and wali/next-of-kin*)
- ✓ Birth Certificate for bride and groom (*optional*)
- ✓ Divorce Certificate (*if divorced*)
- ✓ Death Certificate of previous spouse (*if widowed*)
- ✓ Wali Letter of Authorisation (*if wali is unable to be present during VDSD/solemnisation*)
- ✓ Muslim Conversion Card (*if convert*)
- ✓ MUIS Endorsement Letter (*if conversion is done overseas*)
- ✓ Mandatory Marriage Preparation Programme Certificate (*if any of the applicant is below 21 years old*)
- ✓ Proof of Adoption (*if applicable*)
- ✓ Marriage Certificate of Parents (*optional*)
- ✓ Wali Statutory Declaration to Indicate Consent (*for bride under 21 years old, if wali is unable to be present during VDSD*)

Additional documents needed for other nationalities, if applicable:

- ✓ Letter from the country of origin to confirm the marital status, if single (not more than 90 days from date of issuance)
- ✓ Letter of approval from Work Permit Office, Ministry of Manpower if one of you is a Singaporean/PR and the foreigner spouse to be is a work permit or ex-work permit holder (including Training Work Permit Holder)
- ✓ For Malaysian, Indonesian and Brunei citizens, letter of non-impediment from the local registry of marriages/Islamic bodies (not more than 90 days from date of solemnisation)

Please ensure that you have the original documents available for verification when you report to ROMM for your appointment.

Documents that are not in English or Malay language must be accompanied with a certified translation in English.



Thank you for your attention.

For enquiry, you may email via OMJ Feedback/Enquiry: <https://www.marriage.gov.sg/feedback>