

Certificate of Being Single - Extra Knowledge Content

1. Service Overview

The **Certificate of Being Single** is an official document that certifies an individual's civil status as single. It can be used to apply for various services such as legal marriage registration, bank loans, and insurance. The service is provided by the Ministry of Local Government (MINALOC) and is processed by local authorities at the sector level.

- **Processing Time:** 1 working day.
- **Cost:** Rwf 500.
- **Validity:** The certificate is valid for three months from the date of issuance.

2. Eligibility Criteria

- **Prerequisites:**
 - Applicants must have an **Irembo account** or visit an Irembo agent for assistance.
 - The applicant's civil status must be registered as **SINGLE** in the National Identification Agency (NIDA) system.
 - A **National ID Number** is required.
 - Applicants must provide a valid phone number, email address, or both.

3. Required Documents

- **National ID Number:** Mandatory for application.
- **Contact Information:** A valid phone number and/or email address.

4. Application Process

Step-by-Step Guide:

1. **Visit the IremboGov Platform:**
 - Go to www.irembo.gov.rw and log in to your account.
 - Under the **Family** section, select **Certificate of Being Single**.
2. **Begin Application:**
 - Click on **Apply**.
3. **Enter Applicant Details:**
 - Fill in your personal details. The system will retrieve and display the necessary information on the right side of the page.
 - Complete the **Processing Details**, ensuring you select the appropriate sector office (usually the one in your area of residence).
4. **Review and Submit:**
 - Verify that all the information is correct.
 - Enter a valid phone number and/or email address.

- Check the verification box and click on **Submit**.
- 5. **Payment:**
 - A billing number/ID (starting with 88...) will be generated.
 - Payment options include:
 - **Mobile Payment:** MTN Mobile Money, Airtel Money.
 - **Banking Options:** BK App, BK Branches, BK Agents.
 - **Online Payment:** VISA, MasterCard, or American Express.

5. Post-Application

- After submitting the application and successfully paying via IremboGov, the Executive Secretary of the processing sector will review and approve it.
- Once approved, the applicant will receive an SMS or email notification confirming that the certificate is available. The certificate can be downloaded from the IremboGov platform.

6. Common Questions

- **How much does the Certificate of Being Single cost?**
The cost is Rwf 500.
- **Do I need an IremboGov account to apply?**
Yes, you need an Irembo account to apply, or you can visit an Irembo agent for assistance.
- **How do I create an Irembo account?**
To create an account, click [\[here\]](#).
- **Can foreigners apply for this service?**
Foreigners living in Rwanda with only a passport cannot apply. However, refugees or foreigners with a Rwandan ID are eligible.
- **Which sector should I submit my application to?**
It is advisable to submit the application to the sector office of your residence.
- **What is the validity of the Certificate of Being Single?**
The certificate is valid for three months or until your civil status changes to **Married**.
- **How do I verify the authenticity of the Certificate of Being Single?**
To verify the authenticity of the certificate generated via IremboGov, click [\[here\]](#).
- **Can I get a new copy if my certificate is lost or damaged?**
Yes, you can download the certificate as many times as needed from IremboGov.

7. Key Notes

- The **Certificate of Being Single** is an essential document for several legal and financial services.
- Make sure your civil status is correctly registered in the NIDA system before applying.
- If the certificate is lost or damaged, it can be re-downloaded at no additional cost.