

For Official Use Only

Postal / Counter / Email

Person making notice: Bride / Groom / Other

Person paying: Bride / Groom / Other

Date notice rcd _____ by _____

Fee Paid £ _____ cash / chq / card

Paid Marriage Certificate Quantity _____

Civil CeremonyOn Calendar Daily Weddings If applicableCommittee Room booked with Reception **ADDITIONAL INFORMATION REQUIRED for MARRIAGES**Day and Date of MarriageTimePlace of Marriage

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Are the Bride and Groom Related to each other

Yes / No (please circle)

If yes please state how: relationship _____

GROOM's NameBRIDE's Name

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Contact Numbers

Bride	
Groom	
Alternative Contact In case Bride and Groom unavailable	

Address after Marriage, if known

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Witness details: Usually Bestman & Bridesmaid but can be anyone 16 years old and over, also witnesses must be able to fully converse in English.

Name:	Name:
Address:	Address:
Postcode:	Postcode:

Officiant's Details (For Religious Ceremonies only)

Name:	Denomination:
Address:	
Telephone Number:	

Please Note (For Religious Weddings Only)It is a legal requirement for the Schedule of Marriage Form to be collected **only** by the Bride or Groom before the ceremony on the date specified by the Registrar. **There can be no exceptions.****Please turn over**

Please tick which option is applicable to your occupation:			
GROOM	TICK	BRIDE	TICK
Employee		Employee	
Self Employed		Self Employed	
Unemployed		Unemployed	
Looking after house/family		Looking after house/family	
Permanently sick or disabled		Permanently sick or disabled	
Independent means		Independent means	
No previous Job		No previous job	
Student		Student	

Please tick which option is applicable to you:			
GROOM	TICK	BRIDE	TICK
Supervisor		Supervisor	
Manager		Manager	
Employee		Employee	
No Employees		No Employees	
How many people work in your department			
1-24		1-24	
25-499		25-499	
500 +		500 +	

Ceremony Details (for Civil Registrar Ceremonies only)

Please note there will be no religious content permitted to a civil ceremony.

Readings, Poems and music are all subject to approval,
please provide details no less than 1 week before the ceremony.

Number of guests:	Number of rings to be exchanged: 1 OR 2
Option 1 OR 2 of ring vows (discuss with Registrar)	Who is holding the wedding rings:
Providing your own Music Yes/No If yes: Is it Live Music <input type="checkbox"/> (singer, pianist, harpist etc) OR CD <input type="checkbox"/>	Name & relationship of person giving bride away (if applicable):
Readings or Poems Yes/No Name of Reader 1 _____ Name of Reader 2 _____	
Will there be a photographer Yes/No (If yes, please provide their name)	
Will there be a videographer Yes/No (If yes, please provide their name)	
Any other Notes or requests:	