

Step by step guide to the new marriage registration process for wedding couples



Step 1 Meeting the couple

Collect the information needed which can now include up to four parents each – fathers, mothers, step-parents.

OR

If the couple need to be married with civil preliminaries they will go to the Register Office.

Step 2 Keep in touch

Couple discuss marriage preparations and arrange for reading of banns (if applicable).

Step 3 Immediately before the wedding

Produce and complete the marriage document.

OR

If the couple are being married by civil preliminaries, check the marriage schedule at the rehearsal.

Step 4 During the service

Sign the marriage document [or the marriage schedule] at the same point where you would have signed the registers, with witnesses. You might like to give the couple a memento of the service.

Step 5 Immediately after the service

Complete the Register of Marriage Services for the church.

Step 6 After the service

Post or take the marriage document to the local register office within 21 days. You can ask someone else to do this on your behalf.

Step 7 Marriage Certificate

The couple order the certificate from the Register Office.

Step 8 Keep in touch

Remember to keep in touch with the married couple, send an email or card if you can.

BEFORE

THE BIG DAY

(HAPPILY EVER) AFTER