

Celebrate in Leicestershire



Your Registration Service Ceremony

Venue _____
_____ to _____
on _____ at _____ am/pm

Arrival

Please arrive.....minutes before your wedding. **If you are late your wedding may not take place.** You will each have to be interviewed separately by the Registrar before your ceremony can begin at

Witnesses and Guests

You must bring with you two credible witnesses and you may bring up toadditional guests if you so wish.

Fees

The fee for your ceremony is £....., less any deposit already paid. This fee includes one marriage certificate.

Please telephone 0116 3056565 at least 28 days before the wedding date to pay this fee. This payment can be taken by debit or credit card. Extra marriage certificates can be purchased for £..... each.

Postponement/Cancellation

If for any reason, you need to postpone or cancel your wedding, please telephone **0116 305 6565 as soon as possible and confirm in writing or by email to registration@leics.gov.uk**

The Ceremony Rooms

We do not allow any food, drinks or sweets in the rooms. If you need any extra room for pushchairs or wheelchairs please speak to the Registrar who will be happy to help.

Animals

On animal welfare and health and safety grounds, no animals will be allowed into the ceremony. This includes birds and butterflies. Certified assistance dogs are the exception to this.

Terms and Conditions

Please read our terms and conditions found at www.celebrateinleicestershire.co.uk/yourceremony.

Please return the 'your ceremony' leaflet to the appropriate office at least 28 days before the ceremony date.

*Fees will be increased on or after 1st April.



The Marriage Ceremony

The Registrar who is registering your marriage will see each of you privately before the ceremony begins to check the particulars which are to be entered into the marriage register. Each of you will be asked the full names and occupation of your father – natural, stepfather providing he has been married to your mother, or adoptive parent.

The Registrar who is conducting your marriage will also confirm the ceremony details at this point.

You will then join your guests in the ceremony room. Your witnesses will be seated close by.

The ceremony will then take place, being conducted by a Deputy Superintendent Registrar, who will remind you of the solemn and binding nature of the marriage ceremony.

Each of you in turn will be asked to declare that you do not know of any lawful reason against your marriage and the Deputy Superintendent Registrar will ask you to repeat after him or her:

“I DO SOLEMNLY DECLARE THAT I KNOW NOT OF ANY LAWFUL IMPEDIMENT WHY I..... (your full name) MAY NOT BE JOINED IN MATRIMONY TO..... (the full name of your fiancé/e)”

The Deputy Superintendent Registrar will ask you to repeat after him or her:

“I CALL UPON THESE PERSONS HERE PRESENT TO WITNESS THAT I..... (your full name) DO TAKE THEE..... (the full name of you fiancé/e) TO BE MY LAWFUL WEDDED WIFE (or husband)”

If a wedding ring is to be given, each of you in turn will be asked to place it onto your partner’s finger. The Deputy Superintendent Registrar will then ask you to repeat the ring vows after him or her.

The Deputy Superintendent Registrar will now declare you to be Husband and Wife/Husband and Husband/Wife and Wife.

After this declaration, the Registrar will complete the entry in the register and ask you both to check that it is correct. This is important, as after the signing of the register the correction of any error must be referred to the Registrar General and could, therefore, cause you inconvenience.

You and your witnesses will then be invited to sign the register, with each party signing in the surname they were known by immediately before and during the ceremony.

Your guests and photographer are very welcome to take photographs after the register has been signed (but NOT during the signing itself)

The Deputy Superintendent Registrar and Registrar will sign the register and when the marriage certificate is completed the Registrar will present it to the couple.

The ceremony will conclude with the Deputy Superintendent Registrar announcing the couple to their assembled guests.