



Celebrate

in Leicestershire

Your Ceremony



Leicestershire Registration Service

0116 305 65 65

registration@leics.gov.uk

celebrateinleicestershire.co.uk

 [/LeicsRegistrationService](https://www.facebook.com/LeicsRegistrationService)



Your Ceremony Details

Venue

..... to

on atam/pm



Welcome

Congratulations!



Dear Both,

We have now received copies of your notices of marriage but in order to finalise your ceremony **you will need to call** 0116 305 65 65 (at least three months before your ceremony date) to arrange an appointment at

You will need to bring

- This booklet with the “Personalise Your Ceremony” section fully completed
- Copies of any readings and ring vows
- Details of your chosen music

You will need to pay £* during the appointment (less any deposit already paid). You can pay this by cash or debit/credit card. This fee is for the attendance of the registration staff at your ceremony and includes one marriage certificate.

If you are unable to attend in person, a telephone appointment can also be made, but you will need to email copies of any readings and vows plus the completed “Personalise Your Ceremony” section at least two weeks in advance of the appointment to registration@leics.gov.uk

We’re here to help. If you need any more information, and for full details of our terms and conditions, you can visit: www.celebrateinleicestershire.co.uk or call 0116 305 65 65.

Thank you for choosing to **Celebrate in Leicestershire**, we look forward to meeting you both in due course.

Leicestershire Registration Service

*Fees will increase on the 1st April each year.

What Happens on the Day

Before the 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. You will each be asked the full names and occupation of your father—natural, adoptive parent or stepfather providing he is or has been married to your mother.

The Deputy Superintendent Registrar who will be conducting your marriage will also talk you through what will happen during the ceremony and confirm details such as music, readings and anything else mentioned in the “Personalise Your Ceremony” (centre pages) section.

As your guests start to arrive, the two people you have chosen as your witnesses will need to sit close to the front.

The Marriage Ceremony

1 Introduction followed by optional reading if you have chosen one.

The Deputy Superintendent Registrar conducting your ceremony will remind you of the solemn and binding character of the vows you are about to make.

2 Declarations

Each of you in turn will be asked to declare that you do not know if any lawful reason against your marriage, by repeating the following words after him/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 partner)”

3 Contract of Marriage

As you repeat the words by which the contract of marriage is made, you will be asked to join hands and repeat the following:

“I call upon these persons here present to witness that I, (your full name), do take thee (the full name of your partner) to be my lawful wedded (husband/wife)”

What Happens on the Day

4 Wedding Rings

If a ring is to be given, each of you in turn will be asked to place it on your partner's finger. You may, if you wish, choose your own ring vows at this point. Alternatively, the Deputy Superintendent Registrar will ask you to repeat some ring vows after them.

Optional reading if you have chosen to have one

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

5 Signing of the Register, and Photographs

The Registrar will complete the marriage register and ask you both to check that it is correct. This is important, as after signing the register the correction of any error must be referred to the General Register Office, and could cause you inconvenience.

You and your witnesses will be invited to sign the register.

Please note: No photographs will be permitted during the signing of the register.

6 Conclusion

Your marriage certificate will be completed and the Registrar will present it to you

The Deputy Superintendent Registrar will then announce you to your assembled guests.



Personalise Your Ceremony

Shaded area for Registrar use only

Preferred first names and

Date & time Certificates

Venue

Arrival

Which room is your ceremony taking place in?

.....

Number of people in room

(include all guests, wedding party, two Registrars, photographers and hotel staff)

.....

Names of your two witnesses

1.....

2.....

Entrance

Are either of you making an entrance to the room?

(details to be completed with Registrar at final appointment)

.....

.....

Numbers of bridesmaids, pageboys, flowergirls etc

.....

Personalise Your Ceremony

Music

What music have you chosen and when will it be played?

Entrance;

Artist

Title

Signing the register;

Artist

Title

Artist

Title

As the couple leave;

Artist

Title

Will your music be

A) Live music

B) Recorded music

(The Registrars are not responsible for playing your music)

Make sure your readings, vows and music choices do not contain any religious content or connotation.

Personalise Your Ceremony

Readings

Have you chosen appropriate poetry or verse which a guest will read? If so please indicate below

Name of first reader

Name of second reader

Place in ceremony where this is to be read

After Deputy Superintendent Registrar's Introduction

After rings have been exchanged

If any further advice is needed on readings you can speak to a Registrar when making your final arrangements. You can also find a selection of readings at: celebrateinleicestershire.co.uk/readings

Make sure your readings, vows and music choices do not contain any religious content or connotation. Please ensure you bring details to your appointment.

Shaded area for Registrar use only

Personalise Your Ceremony

Rings

Will you be exchanging?

One ring

Two rings

No rings

Name of person presenting rings.....

Have you chosen your own wording when you exchange rings?

Yes

No

(If you have not chosen your own wording the Deputy Superintendent Registrar will ask you to repeat some ring vows after them.)

You can also find a selection of ring vows on our website at:
www.celebrateinleicestershire.co.uk/readings

Conclusion

At the end of the ceremony the Deputy Superintendent Registrar will announce you leaving the ceremony room as (example Mr & Mrs, Mr & Mr, Mrs & Mrs or your first names)

.....

.....

Please ensure you have read the terms and conditions found at:
celebrateinleicestershire.co.uk/yourceremony.

Frequently Asked Questions

Q I want to have a religious ceremony before my civil ceremony

A A religious ceremony must be held after your civil ceremony, otherwise it could cast doubt on the legality of the marriage.

Q What time should I arrive for my ceremony?

A The Registrars will arrive at the venue 30 minutes before your ceremony start time and will need to see each of you separately before the ceremony can begin. Details will be confirmed at your final appointment.

Q Can one of us be 'fashionably late' for the ceremony?

A No. It is very important that both of you are on time for your ceremony and for your interviews beforehand. If you are running late, the Registrars may not be able to wait to marry you. They may have other ceremonies after yours and it would be unfair to keep other couples waiting, if you are late.

Q Do we have to see each other before the ceremony?

A Not if you don't want to. You will always be interviewed separately by the Registrars prior to your ceremony.

Q Can I make my ceremony entrance with my father, friend or other relative?

A Yes of course. Please specify this in the "Personalise Your Ceremony" section.

Q Is there anything I need to avoid when choosing my own music or readings?

A You must ensure you do not choose anything that has any religious content, such as hymns, or readings from a religious script. All readings, vows and music choices need to be approved beforehand by us so please ask any questions at your meeting.

Music can be recorded or live, please check with your venue for any restrictions.

Q Can I write my own vows?

A You must say certain vows by law in order to be married, and these are included in your ceremony already. If you wish to add further vows, or write your own ring vows, then you are welcome to do so. Please discuss this with the Registrar at your meeting.



Q **How do I sign the register?**

A You sign with your normal signature. You sign in the name you were using immediately before your ceremony starts.

Q **How long will the ceremony take?**

A The actual ceremony itself can take up to 30 minutes. The duration is usually determined by the number of readings, additional vows and photographs taken. Both interviews beforehand take approximately 10 minutes each.

Q **Can I bring a professional photographer/videographer?**

A Photographers/videographers and guests who wish to take photos/video are at the discretion of the Deputy Superintendent Registrar and must respect guidance on where to stand.

Photography/videography is not permitted when the couple are signing the register.

Q **Can I use an aerial drone to record at any point?**

A Contrary to popular belief, the use of a drone is subject to a number of aviation laws.

On health and safety grounds, we do not allow drones at any of our registration offices.

For an approved venue ceremony, you will need to speak with them directly.

Q **Are animals allowed?**

A 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.

WWW.

Celebrate in Leicestershire .co.uk

Browse wedding
suppliers and
venues



We understand how stressful a wedding can be and we want every ceremony to be a memorable experience for all the right reasons.

To make your day perfect we have created a new bespoke website that can be used by couples at any stage of their wedding planning;

- To find wedding suppliers or services
- For examples of ring vows and readings
- For guidance on the legal formalities.

celebrateinleicestershire.co.uk

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