

Warrington Registration Service



Your guide to the
Your Choice Marriage Ceremony
Package



WARRINGTON
Borough Council

Your Choice – about the package

We are delighted that you are considering choosing Warrington Registration Service's Your Choice marriage package.

The team at Warrington Registration Service want your ceremony to be as happy and memorable an occasion as possible, and we will do everything we can to help you achieve this. You can be sure of a warm welcome and a dedicated, highly experienced team to help your special day run smoothly.

The Your Choice ceremony package is designed to give you the freedom to celebrate your marriage, your way.

The package involves your entering into a legal marriage through a basic ceremony which will take place at Warrington Register Office.

This will then be followed by a celebratory ceremony at your chosen location within Warrington, without the restriction of having to pick a venue which is licenced for marriage.

The Your Choice ceremony package allows you the independence to have a completely bespoke and meaningful ceremony which is entirely unique to you.

We hope the following information helps you in planning your ceremony. Feel free to contact us with any queries or questions you may have along the way.



Your Celebratory Ceremony

Your celebratory ceremony may take place at a location of your choosing. Whether that is a hotel, guest house, hall, stately home, garden, family home, farm, woodland, barn, boat or field, the choice is yours!

A member of our team, usually the Superintendent Registrar or deputy, may come and view your chosen location in advance of your ceremony. There we can make helpful suggestions as to how your ceremony will work best for you.

The ceremony itself will involve making loving promises to one another, declaring your commitment to each other and exchanging wedding rings in the presence of your guests.

You are more than welcome to personalise your ceremony by writing your own promises to each other or by adding readings or poetry for yourselves, your friends or your relatives to read for you during the ceremony. To make the most of your ceremony we recommend including at least one reading.

Music will greatly enhance the atmosphere of your ceremony. You may choose your own recorded music to play or include live musicians in your ceremony. If you have chosen recorded music you should appoint someone to play this for you at the appropriate times during your ceremony.



You may also choose to include religious beliefs or rituals should you wish to.

If you choose to hold your ceremony outdoors it is advisable to take precautions, such as having alternative accommodation or shelter available, in case of inclement weather.



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Remember, this is your ceremony and we want to make it perfect for you. Please feel free to let us know your wishes. Allow us to deliver a fantastic, personal, fun and relaxed ceremony for you and your guests.



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Your Legal Ceremony

Your legal marriage will take place at Warrington Register Office in advance of your celebratory ceremony. This will involve your saying out loud legal declaratory and contracting words and signing the marriage register. You do not have to make promises to each other or exchange wedding rings unless you wish to do so.

There must be two witnesses to your marriage. Your witnesses must be 16 years of age or over and be able to understand the marriage ceremony and sign the marriage register. Unfortunately, the Registration Service is unable to provide witnesses for you.

In order to be married, both parties must be 18 or over (16 or over with parental consent) and not already married or in a civil partnership.

A minimum of 28 days before your legal marriage you must give notice of marriage. Please see the following page for information about giving notice of marriage and the documents you will need to present at your appointment.



Giving Notice of Marriage

A legal notice of marriage must be given by both parties to the Superintendent Registrar of the district in which they have lived for at least the previous seven full days.

If both parties live in Warrington, notice will be given at Warrington Register Office. Please visit our website - [Registration Service - Notice of Marriage \(warrington.gov.uk\)](http://warrington.gov.uk) to make an appointment.

If both partners live in different districts from one another, then their notices will be given in two separate areas.

After giving notice of marriage, a period of **28 full days** must elapse before the marriage can take place (for example, if notice is given on 1 June, the legal ceremony cannot take place until at the least 30th June).

This notice period may, in certain circumstances, be extended to a maximum of 70 days where one or both of the parties is subject to immigration control.

Documents you will be asked to produce at your notice appointment:



Proof of your nationality:

- Your valid passport (or if you do not have a passport you may bring your birth certificate. If you were born on or after 1st January 1983 and do not have a passport you will need to present your birth certificate and the birth certificate or passport of your biological or adopted mother. Provided your parents have been married to each other at the time of your birth or since, you may instead present the birth certificate or passport of your biological or adopted father AND his marriage certificate to your mother). If you are from an EEA member state or Switzerland you may instead present your National Identity Card.

Proof of your immigration status (if applicable):

- If you are neither British, from an EEA member state nor Swiss, you will need to prove your immigration status. If you have Right of Abode in the UK or Diplomatic status you will need to show the relevant Home Office endorsement in your passport. (If you have neither Right of Abode nor Diplomatic Status your Registrar will advise you of exactly what documents are required when you call to book your notice appointment).

Proof of your current address:

- One of the following documents is acceptable: a full UK driving licence, a bank or building society statement (dated no more than one month before your



appointment), a utility bill (dated no more than three months before your appointment), your most recent council tax bill, a mortgage statement (dated no more than one year before your appointment), or your current residential tenancy agreement.

Proof of ending of a previous marriage or civil partnership (if applicable):

- If divorced you will need to present the decree absolute from your most recent marriage (showing the original court stamp)
- If your previous civil partnership was dissolved you will need to present a document confirming the dissolution of the civil partnership granted by a court of civil jurisdiction in the UK
- If widowed you will need to bring the death certificate of your former spouse. If you are not named on the death certificate, you will also be asked to present your marriage certificate as well.

If you were divorced or have had a civil partnership dissolved outside of the UK, please ask your registrar when you book your appointment for advice on acceptable documentation.

Evidence of name change (if applicable):

- If you have ever had a formal name change you will be asked to present the legal document showing the change (for example, a deed poll document)

There is a statutory fee payable for giving notice of marriage (currently £42.00 per person).

Please note: all documentation must be original. Photocopies cannot be accepted. If you fail to produce any of the required documentation at your notice appointment your appointment will have to be remade which may cause a delay in your proceedings.

Important points to note:

- Notice cannot be given by anyone else other than the parties to the marriage themselves.



What the Your Choice package includes

- A bespoke celebratory ceremony delivered by one of our friendly, experienced celebrants
- A legal marriage ceremony at Warrington Register Office
- A pre-ceremony meeting to discuss your celebratory ceremony in detail
- Unlimited access to experienced celebrants along the way, who can answer any questions you have and offer suggestions for enhancements to your ceremony
- Inspection of your proposed celebratory ceremony location (if needed)
- A commemorative certificate presented to you on the day of your celebration



Please note, the fee for this package does not include the statutory fee for notice of marriage which is paid at your appointment and is currently £42.00 per person.

Changing or cancelling your ceremony

Should you need to change the date or time of your legal or celebratory ceremony, you may do so without further charge.

If you cancel your legal and celebratory ceremonies up to two months before your legal ceremony is due to take place, there will be no charge. However, your £50.00 deposit and £42.00 per person notice of marriage fees are non-refundable.



Should you cancel your legal and celebratory ceremonies within two months of the date of the legal ceremony, any fees paid will not be refunded.



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Booking

To book the Your Choice package please email ceremonies@warrington.gov.uk

When you book, we will reserve a time for your legal ceremony and then for your celebratory ceremony (usually later on in the same week).



Legal ceremonies are available Monday to Wednesday, at either 10 am or 11 am. Your celebratory ceremony can be held on any day of the week at your chosen time, subject to the discretion of the Superintendent Registrar.

You will be asked to pay a non-refundable deposit of £50 at the time of booking. This deposit will be deducted from the total cost of the package, the remainder of which will be payable up to one month before your legal ceremony.

You cannot book your registrars more than 2 years before your ceremony.

View the full details of fees and charges for ceremonies on our website:

www.warrington.gov.uk/marriage

Please note that Warrington registrars are only able to attend venues located within the Warrington district.

Please also be advised that booking dates and times are available subject to the discretion of the Superintendent Registrar. Whilst Warrington Registration Service will endeavour to accommodate your wishes, not all dates and times may be available. To check availability please email ceremonies@warrington.gov.uk



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Contact us

For more information about ceremonies in Warrington, please visit our webpages at:

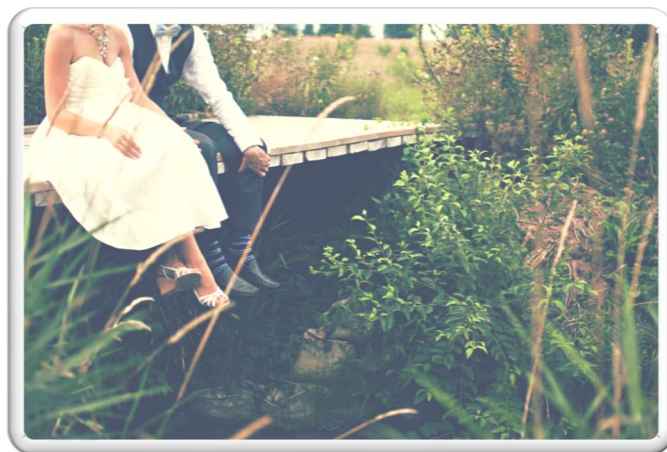
Web: warrington.gov.uk/registrars

Email: ceremonies@warrington.gov.uk

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1 Time Square
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WA1 2NT

Call: 01925 443322



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