
STATUTORY RULES OF NORTHERN IRELAND

2003 No. 468

MARRIAGE

The Marriage Regulations (Northern Ireland) 2003

Made - - - - 3rd November 2003

Coming into operation 1st January 2004

The Department of Finance and Personnel in exercise of the powers conferred on it by Articles 3(3) and (4), 4(1), 7(1), (2), (5) and (6), 8(3) and (4), 17, 18(3), (4) and (6), 21(4), 22(3), 24(3), 27(1), 29(2), 35(3), 36(1) and (3) and 39(2) of the Marriage (Northern Ireland) Order 2003⁽¹⁾, and of all other powers enabling it in that behalf, hereby makes the following Regulations.

Citation and commencement

1. These regulations may be cited as the Marriage Regulations (Northern Ireland) 2003 and shall come into operation on 1st January 2004.

Interpretation

2. In these regulations –

“approval” means place approval or temporary place approval;

“approval holder” means the person on whose application the approval was granted pursuant to these regulations or a person who is deemed to be the approval holder under regulation 32;

“approved place” means a place which has been approved by an authority under these regulations and for which said approval is still current;

“applicant” means an applicant for an approval;

“authority” means the local registration authority as referred to in Article 30 of the Order;

“place” means any place whose position within the district can be suitably defined in words or figures for the purpose of recording where the civil marriage was solemnised and includes any premises, fixed building, temporary structure, enclosures and similar structures, land and any vessels or vehicles;

“place approval” means the approval, by an authority of a place where civil marriages may be solemnised for a period in its district;

“temporary place approval” means approval by an authority of a place where a civil marriage may be solemnised for one occasion in its district;

“the Order” means the Marriage (Northern Ireland) Order 2003.

Marriage Notice

3.—(1) A marriage notice shall be in the form as set out in Schedule 1.

(2) The marriage notice for each party to a marriage intended to be solemnised in Northern Ireland shall be served on the registrar at least 14 days before the date of intended marriage except where –

- (a) the registrar has received a written request from one or both of the parties giving the reason why 14 days notice cannot be given; and
- (b) the registrar has been authorised by the Registrar General to reduce the period of 14 days notice to such shorter period as he considers necessary.

4. The registrar may require either of the parties to the marriage to give the marriage notice in person to the registrar for the district in which the marriage is to take place or to a registrar of any other district where –

- (a) the registrar is not satisfied that the marriage notice has been completed correctly; or
- (b) there is any doubt about the identity of the parties; or
- (c) there appears to be a legal impediment to the marriage; or
- (d) any of the documents submitted is not in order.

Marriage Notice Book

5. The prescribed particulars, in relation to a person to be taken from each marriage notice received by the registrar, shall be that person’s –

- (a) surname and name;
- (b) address;
- (c) marital status;
- (d) date of birth; and
- (e) date of intended marriage.

Marriage schedule

6.—(1) A marriage schedule shall be in the form set out in Schedule 2.

(2) The registrar shall issue the marriage schedule within a period of 14 days before the date of the intended marriage.

(3) If for any reason the marriage cannot be solemnised at the place specified in the marriage schedule the registrar may substitute or direct the officiant to substitute the new place in the marriage schedule already issued.

(4) In the circumstances listed in paragraph (5), where the officiant specified in the marriage schedule cannot solemnise the marriage then another officiant may solemnise the marriage and substitute his name in the marriage schedule.

(5) The circumstances, in relation to the officiant specified in the marriage schedule referred to in paragraph (4), are that officiant’s –

- (a) sudden death;
- (b) sudden illness; or
- (c) unavoidable delay.

Certificate in Respect of Legal Capacity to Marry

7.—(1) The certificate to be issued under Article 8(3) of the Order shall be in the form set out in Schedule 3.

(2) The registrar shall not issue a certificate before the expiration of a period of 14 days from the date of receipt of the marriage notice.

Notices to return schedule

8.—(1) The notice to be served under Article 17(1) of the Order shall be in the form set out in Schedule 4.

(2) The notice to be served under Article 17(2) of the Order shall be in the form set out in Schedule 5.

Medical statement

9. The medical statement for the purposes of Article 18(6) of the Order shall be in the form set out in Schedule 6.

Second Marriage Ceremony

10. For the purposes of Article 21(4) of the Order –

- (a) the marriage notice shall be in the form set out in Schedule 7;
- (b) the marriage schedule shall be in the form set out in Schedule 8;
- (c) Article 6 of the Order shall apply as if paragraph (6)(b) were omitted.

Consent

11. The relevant consents for the purpose of Article 22 of the Order shall be in the form set out in Schedule 9.

12. The prescribed particulars to be taken from each consent or from an order made under Article 23 of the Order shall be –

- (a) date of intended marriage;
- (b) name and surname of each party;
- (c) address of each party;
- (d) age of each party;
- (e) name of each person giving consent;
- (f) name of Health and Social Services Board or Health and Social Services Trust (if applicable); and
- (g) date of consent or order.

Corrections

13.—(1) The Registrar General or any registrar may –

- (a) correct any clerical error in a registration of marriage; and
- (b) correct any error of fact or substance in a registration of marriage if a person requiring the error to be corrected produces documentary proof of the true facts or produces a statutory declaration specifying the true facts or statutory declaration by a credible witness possessing knowledge of the true facts.

(2) The statutory declaration referred to in paragraph (1)(b) shall be in the form set out in Schedule 10.

Detained persons

14. The statement for the purposes of Article 29 of the Order shall be in the form as set out in Schedule 11.

Civil marriage in approved places

Applicants for an approval of a place for marriage

15.—(1) An application for a place approval may, following the procedures set out in regulation 16, be made to the authority by any person.

(2) An application for a temporary approval may, following the procedures set out in regulation 17, be made to the authority by either of the parties to an intended civil marriage in respect of any place which at the time of the application has not place approval, other than one where an approval will expire before the date of the intended civil marriage.

Place approvals

16.—(1) An applicant for place approval shall deliver to the authority an application in writing to include –

- (a) the name and address of the applicant; and
- (b) a description of the place where it is intended that civil marriages will be solemnised sufficient to identify that place and to allow the authority to inspect it and, in the case of a vessel or vehicle, a description of that vessel or vehicle and the location at which it may be inspected.

(2) The required fee, or an amount on account of that fee, determined in accordance with regulation 26, must accompany the application.

(3) The applicant shall provide the authority with such additional information as the authority may reasonably require in order to determine the application.

(4) The authority may, if it considers it to be appropriate after receiving the application, arrange for the place to be inspected.

Temporary place approvals

17.—(1) An applicant for a temporary place approval shall deliver to the authority an application in writing to include –

- (a) the name and address of the applicant;
- (b) the date and time of the intended civil marriage; and
- (c) a description of the place where it is intended that the civil marriage be solemnised sufficient to identify that place and to allow the authority to inspect it and, in the case of a vessel or vehicle, a description of that vessel or vehicle and the location at which it may be inspected.

(2) The required fee, or an amount on account of that fee, determined in accordance with regulation 26, must accompany the application.

(3) The applicant shall provide the authority with such additional information as the authority may reasonably require in order to determine the application.

(4) The authority may, if it considers it to be appropriate after receiving the application, arrange for the place to be inspected.

Public notice

18.—(1) As soon as practicable after receiving an application the authority shall, in accordance with paragraph (2), cause a notice to be placed on public display at the place named in the application.

(2) The notice referred to in paragraph (1) shall –

- (a) identify the place and the applicant;
- (b) state the date and time of the intended civil marriage, in relation to a temporary place approval;
- (c) state that objections to the application may be made to the authority in accordance with regulation 19; and
- (d) state the address at which the application can be inspected and the address to which such objections should be given.

Objections

19.—(1) Any person may give notice in writing to the authority of an objection to an application in accordance with this regulation.

(2) The authority shall consider the objection provided that the objection –

- (a) specifies the name and address of the person making it;
- (b) specifies reasons for the objection; and
- (c) was made to the authority within 21 days from the date on which notice was placed on public display under regulation 18.

(3) On special cause shown, the authority may consider an objection to which this regulation applies notwithstanding that it was not made within the period required by paragraph (2)(c).

(4) The authority shall send a copy of any objection submitted in accordance with this regulation to the applicant.

Determination of applications

20.—(1) The authority shall not grant an approval if the application has not been made in accordance with these regulations.

(2) The authority shall not grant an approval if, in its opinion –

- (a) the place will compromise the solemnity and dignity of civil marriage;
- (b) the place has a recent or continuing connection with any religious body or religious practice which would be incompatible with the use of that place for the solemnisation of civil marriages; or
- (c) the place does not fulfil any other reasonable requirements which the authority considers appropriate to ensure that the facilities provided at the place are suitable.

(3) The authority shall not grant an approval without –

- (a) having regard to the guidance issued by the Registrar General under regulation 34; and
- (b) taking account of any objections in respect of the application which have been made in accordance with regulation 19.

(4) The authority shall not grant a place approval if, in its opinion, the applicant is not a fit and proper person.

Conditions attached to approvals

21. In granting an approval the authority –

- (a) shall attach to a place approval the standard conditions contained in Schedule 12; and
- (b) may attach to a temporary place approval such conditions, and to a place approval such further conditions, as it considers reasonable in order to ensure that the facilities provided at the place are suitable.

Notification of decisions

22.—(1) The authority shall, within 7 days of its decision, notify the applicant in writing of that decision including any conditions attached to an approval under regulation 21.

(2) If an application for an approval is refused, or if any conditions are attached under regulation 21(b), the authority shall include with the notification under paragraph (1) –

- (a) the reasons for its decision; and
- (b) details of the right to a review of a decision in accordance with regulation 30.

(3) The authority shall, at the same time as it notifies the applicant under paragraph (1), send a copy of any approval to the registrar.

Restriction on successive applications

23. Where the authority has refused an application for an approval it shall not, within one year of that refusal, consider a subsequent application for the same kind of approval in respect of the same place unless, in its opinion, there has been a material change of circumstances.

Duration of approvals

24.—(1) Subject to regulations 25(3), 28 and 29, a place approval shall be valid from the date it is granted for a period of three years, or such lesser period as the authority may determine.

(2) Subject to regulations 28 and 29, a temporary place approval shall be valid only for the date stated in that approval unless the authority, on the request of the applicant in writing, agrees to amend the stated date.

Renewal of place approvals

25.—(1) An application for renewal of a place approval may be made by the approval holder.

(2) Regulations 16 and 18 to 24 shall apply to an application to renew a place approval as they apply to an application for a place approval and as though any reference in them –

- (a) to an applicant were to an applicant for renewal; and
- (b) to a grant of a place approval were to a renewal of a place approval.

(3) If an application for renewal has been made in accordance with paragraphs (1) and (2) and that application has not been finally determined or withdrawn before the date on which the approval would otherwise expire, the approval shall continue in effect until such time as the application is finally determined or withdrawn.

Fees for applications and renewals

26.—(1) An authority may, in accordance with this regulation, determine a fee in respect of an application for an approval, or the renewal of a place approval.

(2) A fee determined for a particular application or renewal shall not exceed the amount which reasonably represents the costs incurred or to be incurred by the authority in respect of that application or renewal.

(3) An authority may charge a fee in respect of an application or renewal, or an amount on account of such fee, where it has not yet incurred any costs in respect of that application or renewal.

Fees for attendance of Registrars

27. An authority may determine a fee in respect of the attendance by the registrar at approved places and any such fee shall –

- (a) be the amount which reasonably represents the costs incurred or to be incurred directly or indirectly by the authority in respect of that attendance; and
- (b) be payable to the authority by the parties to an intended civil marriage not less than 14 days, or such lesser period as the authority may determine, prior to the solemnisation of the marriage.

Revocation and suspension of approvals

28.—(1) An authority may revoke or suspend an approval in accordance with the provisions of this regulation.

(2) An authority may revoke or suspend an approval if in its opinion –

- (a) the approval holder has failed to comply with one or more of the conditions attached to the approval under regulation 21;
- (b) the approved place is no longer suitable for the solemnisation of civil marriages, having regard to regulation 20(2); or
- (c) in the case of a place approval, the approval holder is not or is no longer a fit and proper person.

(3) Subject to paragraph (6), an authority before revoking or suspending an approval shall give –

- (a) the approval holder; and
- (b) any person who has made representations relevant to the matters to be considered at the hearing,

an opportunity to be heard by the authority or, if that person prefers, to submit written representations.

(4) The authority shall have complied with its duty under paragraph (3) if it has served on the persons referred to in that paragraph, not later than 21 days before the hearing, notice that the authority propose to hold a hearing, together with a copy of any representations referred to in paragraph (3)(b) and a note of the grounds upon which the revocation or suspension of the approval is to be considered.

(5) A revocation or suspension of an approval shall, subject to paragraph (7), come into operation –

- (a) upon expiry of the period for applying for a review under regulation 30; or
- (b) where such an application has been lodged, when the review has been determined in favour of the revocation or suspension.

(6) If an authority, at any time after granting an approval, determines that the circumstances justify immediate suspension it may, without prejudice to its other powers and duties, suspend the approval immediately.

(7) The period of suspension of an approval shall be the unexpired portion of the duration of that approval, or such shorter period as the authority may determine; and the effect of suspension shall be that the approval shall cease to have effect during the period of the suspension.

(8) An authority may, whether upon an application made to them or not, recall a suspension of an approval made under this regulation.

(9) An authority shall within 7 days of its decision under paragraph (1) serve notice of its decision, together with details of the right to a review of the decision under regulation 30, on the approval holder and any person who in pursuance of paragraph (3)(b) was heard by or submitted written representation to, the authority before it reached its decision.

(10) Upon receipt of the notice of revocation or suspension under paragraph (9) the approval holder shall forthwith serve notice of the revocation or suspension on all parties whose intended marriages have not yet been solemnised in the place in respect of which the notice of revocation or suspension has been received.

Variation of approvals

29.—(1) Subject to the following paragraphs an authority may, at any time, vary the conditions attached to an approval under regulation 21(b) on any grounds it thinks fit.

(2) An authority, before proceeding to vary an approval under paragraph (1) shall, no later than 7 days before the day on which the proposed variation is to be considered, notify the approval holder in writing of the proposed variation and shall give that person an opportunity to be heard by the authority on that day or, if preferred by the approval holder, to submit written representations.

(3) An authority shall, within 7 days of its decision under paragraph (1), serve notice of its decision on the approval holder, together with details of the right to a review of the decision under regulation 30.

(4) A variation of an approval shall come into operation –

(a) upon expiry of the period for applying for a review under regulation 30; or

(b) where such an application has been lodged, when the review has been determined in favour of the variation.

Review

30.—(1) An applicant or an approval holder may seek a review by the authority of any decision made by the authority in relation to an application (including any decision to revoke or suspend, or to vary any of the conditions imposed in relation to, an approval granted in pursuance of that application).

(2) An application for review under paragraph (1) must be lodged with the authority within 14 days of the date of receipt of the notice served by the authority informing the approval holder of its decision.

(3) On review under paragraph (1) the authority shall notify the applicant or the approval holder of its decision together with details of the right of appeal to the county court in accordance with regulation 31.

Appeal

31.—(1) An applicant or an approval holder may appeal any decision made by an authority on review under regulation 30 to the county court.

(2) An appeal under paragraph (1) must be lodged within 28 days of the date of receipt of the notice served under regulation 30(3).

- (3) An appeal under paragraph (1) may be made only on one or more of the following grounds –
- (a) that the authority’s decision was based on an error of law;
 - (b) that the authority’s decision was based on an incorrect material fact;
 - (c) that the authority has acted contrary to natural justice; or
 - (d) that the authority has acted unreasonably in the exercise of its discretion.

Deemed approval holder

32.—(1) Without prejudice to the provisions of these regulations as to the duration, or the revocation, suspension or variation, of an approval, a place approval shall remain in operation notwithstanding that the approval holder ceases to have an interest in the approved place and the person to whom his interest is transferred shall be deemed to be the approval holder in his place.

(2) Where a person is deemed to be an approval holder under paragraph (1) that person shall immediately notify the authority of that fact, whereupon the authority shall consider the matter and may revoke, suspend or vary the approval, in accordance with regulations 28 and 29.

Registers of approved places

33.—(1) Each authority shall keep a register of every approved place within its area for which an approval has been granted, containing –

- (a) the name, description and full postal address (if any) of the approved place;
- (b) the name and address of the approval holder;
- (c) the date of grant of the approval and, where that approval is renewed, the date of such renewal; and
- (d) the due date of expiry of that approval and, where the approval is suspended, the date on which such suspension takes effect, the period of that suspension, and any date of recall.

(2) The authority shall make the appropriate entries in the register forthwith on the grant of any approval and shall amend the register forthwith on notification that any of the details listed in paragraph (1) have changed or on revocation of the approval.

(3) The authority shall, on making or amending any entry in the register under paragraph (2), deliver forthwith a copy of that entry or amendment to the Registrar General and to the registrar.

(4) The authority shall make the register available for public inspection during the normal working hours of the authority.

Guidance concerning grants of approval and approved places

34. The Registrar General shall from time to time issue guidance supplementing the provisions made by these regulations for or in connection with the approval of places where civil marriages will be solemnised.

Certified Copies of Entries

35. The document given under Article 35(3) of the Order –

- (a) shall be in the form as set out in Schedule 13 where it is being issued from the General Register Office; and
- (b) shall be in the form as set out in Schedule 14 where it is being issued by a Registrar.

36.—(1) The document given under Article 36 of the Order shall be in the form as set out in Schedule 15.

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(2) The statutory provisions to be prescribed under Article 36 of the Order are listed in Schedule 16.

Sealed with the Official Seal of the Department of Finance and Personnel on 3rd November 2003.

L.S.

T. N. Caven
Senior Officer of the
Department of Finance and Personnel

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SCHEDULE 1

Regulation 3

MARRIAGE NOTICE NORTHERN IRELAND

Article 3 of the Marriage (Northern Ireland) Order 2003

Must be served on the Registrar at least 14 days before the date of the intended marriage.

A About the intended marriage				THIS SPACE FOR REGISTRAR'S USE ONLY Marriage Notice Reference Date Document Returned											
1. Date of marriage	Day	Month	Year					2. Place of marriage							
B About yourself															
3. Current Forename(s)			Previous Name(s) & Surname			Maiden Name									
Current Surname(s)			4. Present or last occupation												
5. Retired (<i>tick box</i>)		Yes <input type="checkbox"/> No <input type="checkbox"/>		6. Sex (<i>tick box</i>)		Male <input type="checkbox"/> Female <input type="checkbox"/>									
7. Marital status (<i>tick box</i>)		Single <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced <input type="checkbox"/>		8. Date of Birth		Day Month Year									
9. Place of birth			10. Country of residence			11. Nationality									
12. Usual residence															
Postcode <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>															
C About your father															
13. (a) Current Forename(s).....															
(b) Current Surname(s).....															
(c) Previous Name(s) & /Surname(s).....															
14. Present or last occupation															
15. Retired (<i>tick box</i>)				16. Is he still living (<i>tick box</i>)											
Yes <input type="checkbox"/> No <input type="checkbox"/>				Yes <input type="checkbox"/> No <input type="checkbox"/>											
D About your mother															
17. (a) Current Forename(s).....															
(b) Current Surname(s).....															
(c) Previous Name & /Surname(s).....															
18. Maiden Surname															
19. Present or last occupation															
20. Retired (<i>tick box</i>)				21. Is she still living (<i>tick box</i>)											
Yes <input type="checkbox"/> No <input type="checkbox"/>				Yes <input type="checkbox"/> No <input type="checkbox"/>											
E About the officiant (complete this part if you intend to have a religious marriage)															
22. Name and religious denomination of the officiant.			 Name											
			 Denomination											
23. Signature of that person to indicate that (s)he is willing to act as officiant.			Signature											

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F About the other party to the intended marriage

24. Forename(s) in full
 Surname(s).....

25. Usual residence & Postcode.

G Documents to be submitted by you with this Notice

<p>26. FOR ALL PERSONS</p> <p>Is your birth certificate enclosed? (tick box) Yes No <input type="checkbox"/> <input type="checkbox"/></p>	<p><i>If you are unable to produce your birth certificate, state the reason here.</i></p>
<p>27. IF YOU ARE DIVORCED OR PREVIOUS MARRIAGE WAS ANNULLED</p> <p>Is your decree of divorce or annulment enclosed? (tick box) Yes No <input type="checkbox"/> <input type="checkbox"/></p>	<p><i>The Registrar will require proof of the termination of the earlier marriage. If you are unable to produce the official decree of divorce or annulment, state the reason for not doing so as this will affect whether or not the ceremony can proceed.</i></p>
<p>28. IF YOU ARE A WIDOW OR WIDOWER</p> <p>Is the death certificate of your former spouse enclosed? (tick box) Yes No <input type="checkbox"/> <input type="checkbox"/></p>	<p><i>The Registrar will require proof of the death. If you are unable to produce a death certificate of your previous spouse, state the reason for not doing so.</i></p>
<p>29. NATIONALITY</p> <p>Have you enclosed your passport or other document(s) to prove your nationality? (tick box) Yes No <input type="checkbox"/> <input type="checkbox"/></p>	<p><i>If for any reason you are unable to enclose documentation to prove nationality please state the reason. If you are a United Kingdom Citizen, who does not have a passport, your birth certificate may be sufficient.</i></p>

H
 30. DECLARATION

I solemnly declare –

- (i) that I am the person named at B3;
- (ii) that I and the person named at Part F intend to be married on the date entered in Part A and by the officiant named at Part E;
- (iii) that there is no impediment caused by being within the prohibited degrees of relationship, affinity or adoption and that I know of no other legal impediment to our marriage;
- (iv) that all the particulars and other information given by me on this notice are correct to the best of my knowledge and belief; and
- (v) that each document submitted by me in accordance with Part G of this notice is genuine.

Signed:
 Date:.....

Note: A person who supplies false information to a Registrar or uses, gives or sends any certificate, document or declaration required for the purposes of this marriage notice which is false or has been forged in any way is liable to prosecution.

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SCHEDULE 2

Regulation 6

MARRIAGE SCHEDULE

Article 7 of the Marriage (Northern Ireland) Order 2003

In the case of a religious marriage **this Schedule must be returned** to the issuing Registrar **within three days** of the marriage to enable it to be registered.

Registered at Entry No	Marriage Notice Reference	
1. Date of Marriage		
2. Place of Marriage		
3. Forename(s) Surname	Bridegroom	Bride
4. Occupation		
5. Marital Status		
6. Date of birth		
7. Country of birth		
8. Usual address		
9. Father's Full Name Occupation		
10. Mother's Full Name Maiden surname Occupation		
11. Parties Married	<i>(Groom's Signature)</i>	<i>(Bride's Signature)</i>
12. Witnesses' Signatures	<i>(Signature)</i>	<i>(Signature)</i>
Names and	<i>Full name in block capitals</i>	<i>Full name in block capitals</i>
Addresses	<i>Address</i>	<i>Address</i>
13. Officiant/Registrar	<i>(Signature)</i>	
	<i>Full name in block capitals</i>	

<i>For Official Use Only</i>	<i>(Signature)</i>	<i>Registrar</i>
14. Registered by		
15. Registered on		

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SCHEDULE 3

Regulation 7

CERTIFICATE IN RESPECT OF LEGAL CAPACITY TO MARRY

Marriage (Northern Ireland) Order 2003

Name:.....

Address:

has applied to me for a certificate under Article 8(3) of the Marriage (Northern Ireland) Order 2003 and has supplied to me the information shown below concerning his/her marriage.

	Bridegroom	Bride
Surname		
Christian or forenames		
Marital status		
Nationality		
Date of birth		
Place of residence		
Country of residence		
Where marriage is to take place		

I hereby certify that he/she has complied with the requirements set out in the Marriage (Northern Ireland) Order 2003 and that he/she is not known to be subject to any legal incapacity under the law of Northern Ireland which would prevent his/her marrying.

Signature:

Registrar for the District of Northern Ireland

Date of issue:

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SCHEDULE 4

Regulation 8

NOTICE UNDER ARTICLE 17(1) OF THE MARRIAGE (NORTHERN IRELAND) ORDER 2003

To: From:
..... The Registrar of Marriages
..... District of
..... Address
.....

The Marriage Schedule issued on for a marriage to take place on at has not been returned to this office.

You are hereby required under Article 17(1) of the Marriage (Northern Ireland) Order 2003 to arrange for the Marriage Schedule to be delivered to me within 8 days from the date of service of this notice.

..... Registrar
..... Date

SCHEDULE 5

Regulation 8

SECOND NOTICE UNDER ARTICLE 17(2) OF THE MARRIAGE (NORTHERN IRELAND) ORDER 2003

To: From:
..... The Registrar of Marriages
..... District of
..... Address
.....

SECOND NOTICE - FAILURE TO RETURN MARRIAGE SCHEDULE

A notice was served on you on requiring you to return to this office within 8 days of the service of the notice the Marriage Schedule issued in respect of your marriage.

As you have failed to comply with that notice you are hereby required, under Article 17(2) of the Marriage (Northern Ireland) Order 2003, to attend personally at this office within 8 days from the date of service of this notice and bring the Marriage Schedule with you to enable me to register the marriage.

If you fail to comply you shall be guilty of an offence under Article 38(2)(c) of the Marriage (Northern Ireland) Order 2003 and be liable on summary conviction to a fine not exceeding £100.

..... Registrar
..... Date

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SCHEDULE 6

Regulation 9

STATEMENT BY REGISTERED MEDICAL PRACTITIONER

Article 18(6) of the Marriage (Northern Ireland) Order 2003

Intended marriage of
 and
 (Full Names of man) (Full Names of woman)
 I, being a registered Medical Practitioner,
 state that in my opinion
 (Name of patient)
 who is at present residing at ought not, by reason of
 serious illness or serious disability, to move or be moved from the place stated above and it is likely that
 it will be the case for at least the following three months, that by reason of the illness or disability, (s)he
 ought not to move or be moved from that place.
 Date (Signed)
 Address

SCHEDULE 7

Regulation 10

MARRIAGE NOTICE NORTHERN IRELAND

Articles 3 & 21 (2nd Marriage) of the Marriage (Northern Ireland) Order 2003

Must be served on the Registrar at least 14 days before the date of the intended marriage

A About the intended marriage				THIS SPACE FOR REGISTRAR'S USE ONLY Marriage Notice Reference Date Document Returned													
1. Date of marriage	Day	Month	Year														
2. Place of marriage																	
B About yourself																	
3. Current Forename(s)				Previous Name(s) & Surname Maiden Name													
Current Surname(s)																	
4. Present or last occupation																	
5. Retired (tick box)		Yes <input type="checkbox"/>	No <input type="checkbox"/>	6. Sex (tick box)		Male <input type="checkbox"/>	Female <input type="checkbox"/>										
7. Marital status Previously went through a marriage ceremony at on.....				8. Date of Birth	Day	Month	Year										
9. Country of birth		10. Country of residence		11. Nationality													
12. Usual residence																	
Postcode <table border="1" style="display: inline-table; vertical-align: middle;"><tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr></table>																	

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C About your father

13. (a) Current Forename(s).....
 (b) Current Surname(s).....
 (c) Previous Name(s) & /Surname(s).....

14. Present or last occupation

15. Retired (*tick box*) Yes No 16. Is he still living (*tick box*) Yes No

D About your mother

17. (a) Current Forename(s).....
 (b) Current Surname(s).....
 (c) Previous Name & /Surname(s).....

18. Maiden Surname

19. Present or last occupation

20. Retired (*tick box*) Yes No 21. Is she still living (*tick box*) Yes No

E About the other party to the intended marriage

22. Forename(s) in full
 Surname(s).....
 Usual residence.....

23. Postcode.

F Documents to be submitted by you with this Notice

<p>24. FOR ALL PERSONS</p> <p>Is your birth certificate enclosed? (<i>tick box</i>) Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p><i>If you are unable to produce your birth certificate, state the reason here.</i></p>
<p>25. IF YOU ARE DIVORCED OR PREVIOUS MARRIAGE WAS ANNULLED</p> <p>Is your decree of divorce or annulment enclosed? (<i>tick box</i>) Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p><i>If you are unable to produce the official decree of divorce or annulment, state the reason for not doing so. The Registrar will require proof of the termination of the earlier marriage.</i></p>
<p>26. IF YOU ARE A WIDOW OR WIDOWER</p> <p>Is the death certificate of your former spouse enclosed? (<i>tick box</i>) Yes <input type="checkbox"/> No <input type="checkbox"/></p>	<p><i>If you are unable to produce a death certificate of your previous spouse, state the reason for not doing so. The Registrar may require proof of the death</i></p>

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<p>27. NATIONALITY</p> <p>Have you enclosed you passport or other document(s) to prove your nationality? (tick box) Yes No <input type="checkbox"/> <input type="checkbox"/></p>	<p><i>If for any reason you are unable to enclose documentation to prove nationality please state the reason. If you are a United Kingdom Citizen, who does not have a passport, your birth certificate may be sufficient.</i></p>
<p>28. STATUTORY DECLARATION BY BOTH PARTIES</p> <p>(1) Stating they have previously gone through a marriage ceremony with each other.</p> <p>(2) Specifying the date and place at which and the circumstances in which they went through the marriage.</p>	

G

29. DECLARATION

I solemnly declare –

- (i) that I am the person named at B3;
- (ii) that I and the person named at Part E intend to be married on the date entered in Part A;
- (iii) that there is no impediment caused by being within the prohibited degrees of relationship, affinity or adoption and that I know of no other legal impediment to our marriage;
- (iv) that all the particulars and other information given by me on this notice are correct to the best of my knowledge and belief; and
- (v) that each document submitted by me in accordance with Part G of this notice is genuine.

Signed:

Date:

Note: A person who supplies false information to a Registrar or uses, gives or sends any certificate, document or declaration required for the purposes of this marriage notice which is false or has been forged in any way is liable to prosecution.

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SCHEDULE 8

Regulation 10

MARRIAGE SCHEDULE

Articles 7 & 21 (2nd Marriage) of the Marriage (Northern Ireland) Order 2003

Registered at Entry No.	Marriage Notice Reference	
1. Date of Marriage		
2. Place of Marriage		
3.	Bridegroom	Bride
Forename(s)		
Surname		
4. Occupation		
5. Marital Status	Previously went through a marriage ceremony at on	
6. Date of birth		
7. Country of birth		
8. Usual address		
9. Father's Full Name Occupation		
10. Mother's Full Name Maiden surname Occupation		
11. Parties Married	<i>(Groom's Signature)</i>	<i>(Bride's Signature)</i>
12. Witnesses' Signatures	<i>(Signature)</i>	<i>(Signature)</i>
Names	<i>Full name in block capitals</i>	<i>Full name in block capitals</i>
Addresses	<i>Address</i>	<i>Address</i>
13. Registrar Performing the marriage	<i>(Signature)</i>	
	<i>Full name in block capitals</i>	
<i>For Official Use Only</i> 14. Registered by	<i>(Signature)</i>	
15. Registered on		

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SCHEDULE 9

Regulation 11

FORM OF CONSENT TO THE MARRIAGE OF A YOUNG PERSON

Article 22 of the Marriage (Northern Ireland) Order 2003

Intended Marriage of.....
Address.....
with (name of other party).....
Address

I (a), being the (b).....
and I (a), being the (b).....
of the above nameda young person, aged years,
and being the persons whose consent to h Marriage is required by Marriage (Northern Ireland) Order 2003 do hereby give consent to the above Marriage.

Witness my hand thisday of..... 2

Signature of person giving consent

Address

Witness to the above Signature

Qualification

Address

Witness my hand thisday of..... 2

Signature of person giving consent

Address

Witness to the above Signature

Qualification

Address

(a) Insert Name in full. (b) Insert "Father", "Mother" or "Guardian" or where a residence order is in force or was in force immediately before the young person reached the age of sixteen "the person with whom the young person lives or lived" as the case may be.

The.....Board/Trust, being the designated Health and Social Services Trust/Board in the care order dated..... hereby consents to the intended marriage as described above.

Signed on behalf of the above Trust/Board this.....day of.....2

Qualification

In the presence of.....signature.....name and surname

Qualification.....

Where only one Parent gives consent - please state reason below -
.....

Registrar's Signature:.....Date:

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SCHEDULE 10

Regulation 13

STATUTORY DECLARATION IN CASE OF ERROR OF FACT OR SUBSTANCE IN A REGISTRATION OF A MARRIAGE

Marriage (Northern Ireland) Order 2003

Registrar's District
I/We of
beingof /the person(s) whose marriage on (day)..... (month) (year)
was entered on the (day) (month)..... (year) at No
in the Registration of a Marriages of the above District do solemnly and sincerely declare according to
the best of my/our knowledge and belief that it is erroneously stated
.....
and that instead thereof it should be stated.....

Signature(s) of person(s) making declaration }
}

Declared before me this day of 2

Signature of Person in whose presence declaration was made

Qualification

SCHEDULE 11

Regulation 14

STATEMENT BY THE RESPONSIBLE AUTHORITY

Article 29 of the Marriage (Northern Ireland) Order 2003

Intended marriage of(Full Names of man)
and(Full Names of woman) on.....date

Ibeing/on behalf of the Responsible Authority
(Full Names)

for the place of Detention/Hospital/Special Accommodation known as

(Address)

at whichis being detained
(Name of person)

state that the Responsible Authority has no objection to the intended marriage taking place in the above establishment.

(Signed)

Designation

Address

.....

.....

Date.....

To be made not more than 21 days before the date on which the marriage notice is given

SCHEDULE 12

Regulation 21

STANDARD CONDITIONS TO BE ATTACHED TO PLACE APPROVALS

Article 18 of the Marriage (Northern Ireland) Order 2003

1. The approval holder is responsible for compliance with these conditions and must make arrangements to ensure that in his or her absence a person of suitable responsibility is available in this regard.

2. The approval holder (or his or her delegate) shall be available in or at the approved place for a minimum of one hour prior to each civil marriage ceremony and throughout the ceremony itself.

3. The approval holder must notify the authority immediately of any change to any of the following –

- (a) the nature of the approved place from that described in the application for approval;
- (b) the name, description and full postal address (if any) of the approved place; and
- (c) the address of the approval holder.

4. Where a person is deemed to be an approval holder under regulation 32, that person shall be obliged to notify the authority immediately of that fact in accordance with regulation 32(2).

5. The approved place must be made available for inspection by the authority at all reasonable times.

6. No food or drink may be sold or dispensed or consumed in any approved place in which a marriage ceremony is to take place within one hour prior to that ceremony or during the ceremony itself, except where the ceremony takes place in a separate room or similarly defined space within the approved place in which case this restriction shall apply only to that room or space.

7. The arrangements made by the approval holder for each civil marriage ceremony must meet with the prior written approval of the registrar.

8.—(1) Any reference to an approved place on any sign or notice, or on any stationery or publication, or within any advertisement, relating to that place may state, subject to subparagraph (2), that the approved place has been approved by the authority as a venue for civil marriages in pursuance of the Order and if it does so, must state that such an approval does not bind the authority to perform or provide a service without prior consultation with and agreement of said authority.

(2) Any reference under (1) shall not state or imply any recommendation of the approved place or its facilities by the authority, the Registrar General or any of the officers or employees of either of them.

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SCHEDULE 13

Regulation 35

REGISTRATION OF MARRIAGE IN NORTHERN IRELAND
 CERTIFIED COPY OF AN ENTRY IN MARRIAGE REGISTRATION RECORDS

Marriage (Northern Ireland) Order 2003

MARRIAGE Registered in the District of		Entry No :
1. Date of Marriage		
2. Place of Marriage		
3.	Bridegroom	Bride
Forename(s) Surname		
4. Occupation		
5. Marital Status		
6. Date of birth		
7. Country of birth		
8. Usual address		
9. Father's Full Name Occupation		
10. Mother's Full Name Maiden surname Occupation		
11. Parties Married	<i>(Groom's Signature)</i>	<i>(Bride's Signature)</i>
12. Witnesses' Signatures	<i>(Signed)</i>	<i>(Signed)</i>
Addresses	<i>Address</i>	<i>Address</i>
13. Officiant/Registrar	<i>(Signed)</i>	
14. Registered by	<i>(Signed)</i>	
15. Registered on		

Certified to be a true copy of an entry in the Marriage Registration Records in the custody of the Registrar General for Northern Ireland and given under the Seal of the General Register Office on

The Registrar General shall cause any document given by him under Article 35 of the Marriage (Northern Ireland) Order 2003 to be stamped with the seal of the General Register Office of which judicial notice shall be taken

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WARNING: A CERTIFICATE IS NOT EVIDENCE OF IDENTITY

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SCHEDULE 14

Regulation 35

REGISTRATION OF MARRIAGE IN NORTHERN IRELAND
 CERTIFIED COPY OF AN ENTRY IN MARRIAGE REGISTRATION RECORDS

Marriage (Northern Ireland) Order 2003

MARRIAGE Registered in the District of		Entry No :
1. Date of Marriage		
2. Place of Marriage		
3.	Bridegroom	Bride
Forename(s) Surname		
4. Occupation		
5. Marital Status		
6. Date of birth		
7. Country of birth		
8. Usual address		
9. Father's Full Name Occupation		
10. Mother's Full Name Maiden surname Occupation		
11. Parties Married	<i>(Groom's Signature)</i>	<i>(Bride's Signature)</i>
12. Witnesses' Signatures	<i>(Signed)</i>	<i>(Signed)</i>
	<i>Address</i>	<i>Address</i>
13. Officiant/Registrar	<i>(Signed)</i>	
14. Registered by	<i>(Signed)</i>	
15. Registered on		

Certified to be a true copy of an entry in the Marriage Registration Records in my custody
Registrar
Date

CAUTION : THERE ARE OFFENCES RELATING TO FALSIFYING OR ALTERING A CERTIFICATE AND USING OR POSSESSING A FALSE CERTIFICATE.

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SCHEDULE 15

Regulation 36

EXTRACT FROM MARRIAGE REGISTRATION RECORDS

Marriage (Northern Ireland) Order 2003

Issued only for the purposes of

Extract of a MARRIAGE Registered in the District of		Entry No :
1. Date of Marriage		
2. Place of Marriage		
3. Forename(s) Surname	Bridegroom	Bride
4. Occupation		
5. Marital Status		
6. Date of birth		
7. Country of birth		
8. Usual address		
9. Registered by		
10. Registered on		

Extract taken from the Marriage Registration Records held in the custody of the Registrar General / Registrar which should only be used for the purpose specified.

Signed.....

Date

SCHEDULE 16

Regulation 36

LIST OF STATUTORY PROVISIONS WHERE AN EXTRACT FROM MARRIAGE REGISTRATION RECORDS CAN BE ISSUED UNDER ARTICLE 36 OF THE MARRIAGE (NORTHERN IRELAND) ORDER 2003

The Industrial Assurance and Friendly Societies Act (Northern Ireland) 1948 (1948 c. 22)

The Exchequer and Financial Provisions Act (Northern Ireland) 1950 (1950 c. 3)

The Social Security Contributions and Benefits (Northern Ireland) Act 1992

The Social Security Administration (Northern Ireland) Act 1992

The Social Security (Northern Ireland) Acts 1975 to 1986

EXPLANATORY NOTE

(This note is not part of the Regulations.)

These Regulations made under the Marriage (Northern Ireland) Order 2003 make provision for the various forms and particulars to be prescribed in connection with the preliminaries to, and the solemnising of civil and religious marriages. They also include procedures required for the approval of places by a local registration authority (“an authority”) for civil marriage other than at the Registrar’s Office.

In particular the regulations set out –

- (1) the form required for giving notice of intention to marry (“the marriage notice”) and the requirement for giving 14 days notice (regulation 3) and the giving of notice in person (regulation 4);
- (2) the particulars to be taken from each marriage notice and kept by the registrar (regulation 5);
- (i) the form of marriage schedule and the requirement for the registrar to issue it within the 14 day period prior to the marriage (regulation 6(1) and (2));
- (ii) the circumstances where a marriage may be solemnised in a different place to that specified in the marriage schedule (regulation 6(3));
- (iii) the circumstances where a marriage may be solemnised by a person other than the one specified in the marriage schedule (regulation 6(4) and (5));
- (4) the form of certificate in respect of legal capacity to marry to be issued where a person wishes to marry abroad (regulation 7);
- (5) the form of notices for the return of the marriage schedule after the marriage (regulation 8);
- (6) the form of medical statement required where by reason of serious illness or disability a marriage is to take place at home or in hospital (regulation 9);
- (7) the form of marriage notice and marriage schedule where there is a second marriage ceremony and the modification of Article 6 of the Order in the circumstances where there is a second marriage ceremony (regulation 10);
- (8) the form of consents required for persons over 16 years of age but under 18 years of age (regulation 11) and the particulars to be taken from each consent or court order (regulation 12);
- (9) the provision for correcting errors and the form of the statutory declaration to be completed (regulation 13);
- (10) the form of statement by a responsible authority where either party is detained in prison or hospital (regulation 14);
- (11) the parties who may apply for approval of a place for the solemnisation of a civil marriage and the application procedures which those parties must follow for the different types of approval (regulations 15, 16 and 17);
- (12) the requirements for public notice of applications and third party objection procedure (regulations 18 and 19);
- (13) the considerations to be taken into account by an authority in determining an application (regulation 20);
- (14) the procedure for attaching standard conditions to a place approval (as set out in Schedule 12 to the Regulations) and non-standard conditions to either place or temporary approvals

(regulation 21), the notification of decisions (regulation 22), and a restriction on successive applications (regulation 23);

(15) the duration of approvals (regulation 24) and the procedure for renewal (regulation 25);

(16) the determination and charging of fees by an authority for the approval of places and renewal of approvals (regulation 26) and in respect of the attendance by registrars at approved places (regulation 27);

(17) the grounds and procedures for revocation, suspension and variation of an approval (regulations 28 and 29);

(18) the procedures for review of any decision by an authority under these regulations (regulation 30);

(19) the grounds and procedures for appeal to the county court (regulation 31);

(20) the deeming of a person who takes over the interest in a place approval as the approval holder (regulation 32);

(21) the requirements for the keeping of registers of approved places (regulation 33);

(22) the duty on the Registrar General to issue supplementary guidance (regulation 34);

(23) the form of a certified copy of an entry in the marriage registration records in the custody of the registrar and the Registrar General (regulation 35); and

(24) the extract from the marriage registration records to be issued for certain statutory provisions and the list of these provisions (regulation 36).