

YOUR CHURCH

WEDDING

The United Benefice of
The Ramseys and Upwood
Marriage Information Pack



St. Thomas a Becket, Ramsey

St. Mary's, Ramsey St. Mary's and Ramsey Heights

St. Peter's, Upwood

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Congratulations!

Thank you for your enquiry about a wedding service. We love doing weddings and spending time with couples as they prepare for the big day, so we are delighted that you are considering holding your ceremony in one of our churches.

In marriage you begin a new life together as husband and wife, but we also hope and pray that as you prepare for a marriage or blessing service in church you will also find the invitation to begin a new life together with God at the centre of your relationship. We hope that this pack will help you to think through what marriage in a church is all about, and to give you all of the information and guidance you will need.

With every blessing on you and your plans,

Reverend Iain Osborne

Marriage in the United Benefice of Ramsey's and Upwood

We are a benefice (group) of 3 churches covering the town of Ramsey and villages: Ramsey St. Mary's, Ramsey Heights, Ramsey Forty-Foot, Ramsey Mereside, Upwood, Little Raveley and Great Raveley. All nestled within The Fens and part of the Church of England, Ely Diocese. The benefice is served by Iain our Rector, a number of retired clergy and a number of licensed and authorised lay ministers. Most years we have about 20 weddings in the benefice, mostly in the summer months, so it is important that you speak to us before finalising the booking for your reception venue to ensure that we can offer the date or time that you prefer. Obviously, we can only book wedding services if a minister and the church are available; and we do all we can to fulfil your requests.

Before the marriage service, you will be invited to meet with us and with other couples. There are three parts to this. Firstly, we will arrange to meet with you at an early stage just so that we can start to get to know you and answer any questions that you have. Then you will be invited to our 'Marriage by Design' days that are held in the January/February of the year you get married - further details

about this will be sent to you nearer the time and we'll let you know the date so you can get it in your diary. Finally, you will meet with the minister taking your wedding service for a rehearsal a few days prior to your wedding service. Both bride and groom are requested at all meetings, so that you can discuss and make decisions together.

A couple of websites that will help you in your planning are www.achurchnearyou.com and www.yourchurchwedding.org. Our own website is www.ramseysandupwood.org

Who can be married here?

It is usually best for your wedding to take place in your local church, as part of your local community, and so if you are resident in one of our parishes then we would be very happy to talk further with you about your wedding and you would be able to have your service in any of the benefice churches. If you aren't sure where your local church is, you will be able to find out by looking at www.achurchnearyou.com.

Of course there are sometimes very good reasons why you are looking for a wedding service somewhere other than your local church or area, for example where you grew up and where your family has connections. As long as you can show one of the following connections to one of the churches in our benefice, we should be able to offer you a wedding service.

You can marry in a Church of England church if you can show that:-

one of you:

- has at any time lived in the parish for a period of at least 6 months or
- was baptised (christened) in the parish concerned or
- was prepared for confirmation in the parish or
- has at any time regularly attended normal church services in the parish church for a period of at least 6 months or

one of your parents, at any time after you were born:

- has lived in the parish for a period of at least 6 months or
- has regularly attended normal church services in the parish church for a period of at least 6 months or

one of your parents or grandparents:

- was married in the parish

If you are looking to get married here by one of these links other than residency or regular church attendance, then we will need to see evidence of your connection

to the parish that you would like to be married in. If you do not have an existing connection then one of you (or one of your parents) can establish one by attending church services here regularly over a period of at least six months, we'll happily talk this through with you.

“Marriage Blessing” Services

There may be reasons why you have not been able to be married in church, and are being married in a civil ceremony in this country or abroad. If you would like a service of “Prayers following a civil ceremony” we will initially apply the same connections criteria for marriage. If you do not meet these criteria, please get in touch with us to discuss your situation. Due to current rules in the Church of England, priest are unable to bless same sex marriages at this time.

Basic Legalities

There are a few other important legal requirements that you need to be aware of:

- No one under the age of 16 may be married
- No one under the age of 18 (and over 16) may be married without parental consent
- At present Church of England clergy are unable to officiate same sex marriage services or blessings.
- There are a number of close relationships between people which are not permitted to marry (if you are not sure if you might fall into this category then please just ask us)
- We will need to be satisfied that foreign nationals are legally entitled to be married in the UK – new rules effective from 2015 mean that we will need to refer you to our lawyers or to a civil registrar in order to fulfil the legal requirements for such marriages.
- ID checks are required for everyone wishing to be married.

What can we expect from the church?

The church takes marriage very seriously, which is why we like to explore with you what Marriage is about. We will seek to help you understand what promises you will be asked to make and also to think through what marriage is all about. We hold a ‘Marriage by Design’ day and we ask you both to join us. This is to help ensure you have put the best possible foundations in place for your marriage. We really look forward to being part of this exciting journey with you.

You are always welcome to come to any of our church services and our invitation is open to everyone. For more information on the activities taking place and services happening in our benefice visit our website:

www.ramseysandupwood.org

I think I qualify for a marriage or blessing service. What do I do next?

Once you have read through the frequently asked questions, this is what needs to happen:

- 1) Please contact us to check if the date you would like is available. We will make a provisional booking, take some contact details from you and give (or send) you this booklet, which includes a booking form.
- 2) Complete the Wedding Application Form.
- 3) If your marriage is by qualifying connection rather than residency, please also complete the 'Connections' form and return it to us.
 - If you have been married previously, and are now divorced you need to complete the "Marriage in Church after Divorce" (please see the FAQ section). You will also need to show your original Decree Absolute to the Minister when you meet.
 - If you have been married but your previous partner has died we simply need to see their death certificate when we meet you.
- 4) Return all appropriate paperwork to us by email (or post)
- 5) We will arrange an initial meeting with you and Iain, just so we can get to know you and answer any questions you have at that point.
- 6) Once we have received your application form and accompanying paperwork and processed it, we will then tell you whether you can be married by the calling of banns or if you will need to apply for a common licence (this is just a technical bit and nothing to be concerned about)
- 7) To confirm the booking a (refundable) deposit of £50 (which will be deducted off your final invoice) will be required and can be paid by bank transfer or cheque.
- 8) Come along to the 'Marriage by Design' day, these are held at the beginning of the year you are getting married.
- 9) Nearer the service, we will arrange the calling of your banns which are usually required. The Banns are an announcement in church of your intention to marry and a chance for anyone to put forward a reason why the marriage may not lawfully take place. When we call your banns, we pray for you, and it can be quite a special occasion if you are able to attend. We'll send you a special invitation so you know when yours are being read.

- 10) If you live outside the benefice, **it is your responsibility to arrange for banns** to be called in your local parish church as well. To find your local parish church, please have a look at www.achurchnearyou.com. Once they have been read, you will be given a banns certificate, which you will need to return to us as soon as you receive it.
- 11) About 2 months before your wedding, you will be sent an invoice for the fees (see [Wedding Fees for 2021](#)). The fees need to be paid a month before your service otherwise we won't be able to hold the service.
- 12) We will arrange for you to have a rehearsal in the church, usually a few days before your wedding, to rehearse the words you will say to one another, and to work out who goes where!
- 13) The big day. We will do our best to make it as special as we can for you!

Preparing to meet the vicar

Soon after we have received your paperwork we will be in touch with you to arrange a first meeting, where we will explain what happens next. This doesn't need to take longer than an hour, as there are future opportunities to iron out details.

We will agree with you a location to meet, ideally we will come to your home or we can arrange to meet you in the church you wish to get married in.

Before first meeting the minister, there are a couple of things that you can do to prepare. Firstly, have a look at www.yourchurchwedding.org and start to think about the questions that you might have. This brilliant website may answer some of them, but feel free to ask us anything.

Secondly, it is now a legal requirement for us to confirm your identity and we do this at the first meeting, as you're most likely to have the relevant documents handy when we meet you at home. Please see the [Identity Documents list](#) for the appropriate forms of identification we can use for verification.

We don't need to take your documents away; we'll just check them there and then.

Please Note. This is an important part of the legal element of your marriage and our minister is required to see both bride and groom - in person - with the original documents (copies are not acceptable).

Some Frequently Asked Questions

Can I get married in any Church of England church?

Not quite, but you can either get married in your local parish church, or in any other church where you can demonstrate a relevant qualifying connection. The details of these are given elsewhere in this pack.

I'm not baptised (christened) / I don't attend church. Can I still get married in a church?

Yes you can! If as part of the process of preparation for marriage you feel that you would like to be baptised, we would be very happy to talk that through with you too.

We have a date in mind, what should we do next?

Before you book anything else, please speak to us. We realise that you will be under pressure to book reception venues, florists, photographers, cars etc., but if we don't have a minister or the church available then we are not able to offer a service. Please speak to us to make sure that date is free before you book anything else.

Are there any restrictions to when a wedding can take place?

Marriages can only take place between the hours of 8:00am and 6:00pm, but can take place on any day of the week. In the periods leading up to Easter and Christmas we are a little busier than usual, so please speak to us early if you are thinking of these times of year.

We would like to have a video recording made of our wedding. Is that possible?

Yes, that is possible. There is a protocol to ensure the appropriate copy write permissions are granted and a cost to achieve this and we can discuss this with you.

What if one or both of us has been married before?

We recognize that sometimes things go wrong, irreparably, in relationships. And we also believe in a God who forgives and gives new life. So in most cases we are

happy to offer remarriage after divorce, although the priest officiating at the service will want to talk through with you what happened in the previous marriage.

You will need to complete the form “Marriage in Church after Divorce” that can be obtained through us and return it to us as requested.

Can I be married by banns or do I need a licence?

Banns need to be read in the parish where each of you lives as well as the parish church in which you are to be married, if that is somewhere else. Your banns will be read out in church in our main morning service for three Sundays during the three months before the wedding – we will let you know when this is due to happen.

If there is not enough notice given for the banns to be read before the marriage is due to take place, or in the case of the marriage of people whose nationality is not British, or if one or both of you do not live in England, processes other than banns may be necessary. This is especially recommended if there is any doubt as to the legal requirements of the home country of a non-British person for recognition of an English Church marriage. We can advise you if you need to apply for a licence.

What happens if one of us is a foreign national?

This depends on your circumstances, and different rules apply for EU and non-EU nationals. If one or other of you is non-resident in the UK, please have a look at www.bia.homeoffice.gov.uk/visitingtheuk/marriage-cp-visitors/ to see if you need any entry clearance. Once you have Home Office entry clearance, or if you both live in the UK, the next step is to find a church in which you can legally marry according to English law (see our ‘Connections’ section). You will also need to contact the Diocesan Registrar to see if you need a Common Licence in order to get married. We can talk to you about this, but you will most likely need to talk to or meet our legal team, the Diocesan Registrars, www.elydiocesanregistry.co.uk

What if we are British citizens living abroad / in the Armed Forces deployed overseas?

You can get married in any church where you have a qualifying connection. You will need to apply for a Common Licence. This also includes residents of

Scotland, as the banns system only applies to England and Wales. If you are in the Armed Forces this is likely to apply to you too.

Who makes the Order of Service?

If you are having a printed Order of Service you can have these professionally printed, or you can make them yourself. We have a number of examples from previous weddings that we can show you to give you an idea of the different styles that people have used. As part of the time spent meeting with the minister we will talk about how we can personalise the service to make it special for you, and we will discuss your choices of hymns and readings. Please let the minister see a copy of the proposed order of service before you have it printed.

If you can, please bring the orders of service along to the wedding rehearsal that can be really useful.

Can we have special performers/singers in for our wedding service?

All content of the service including any music performed by others has to be agreed in advance with the priest who is taking the service. In addition to agreement the priest may wish to talk with external performers to ensure the sanctity of the service is kept.

How late is 'late'?

Our ministers, musicians and bell ringers may have multiple weddings or other appointments in different churches on the same day. No weddings will be scheduled on the same day with start times less than two hours apart. Extreme lateness may cause us all problems.

Guests often arrive 45 minutes before the service starts, so ushers should be there early, ready to hand out Orders of Service and direct the first guests to their places. We like our grooms to be at the church 30 minutes before the ceremony is due to start, and we prefer to have a stage managed 'late' bride, so we ask the bride to aim to be at the church 5 minutes before the official start time. This will allow time for the various parties to have photographs outside the church, with a little reserve for delays in travel, and a moment to relax before you 'arrive' in church with the traditional lateness that a beautiful bride deserves.

We do understand that if you are travelling some distance to get to church on the day you may encounter traffic problems so please build this in to your schedule for the day, and have a phone with you so that you can contact somebody who will be at the church to let us know.

We will do everything in our power to assist you however if you are “excessively” late, the service will need to be reduced accordingly.

We have a friend/relative who is ordained. Can they take the service?

We will be happy to discuss involvement of other clergy in the service, although Iain will also want to be involved. Please note that, as Church of England clergy also act as registrars for weddings in churches, ministers of other churches and denominations cannot officiate at marriages – though there are other ways in which they can be involved in the service.

How much is this all going to cost?

The Church of England reviewed and revised its fee structure for weddings in 2013 to make it more straightforward, transparent and consistent in every parish. Below, you will find information to help you understand what is included in your costs, and what extras we are able to offer to make your day more special and run smoothly.

The basic fee for a Church of England wedding in 2020 will be £508. It is reviewed annually in October, effective from January 1st the next year, and will be related to the increase in the Retail Price Index, so we'll be able to confirm the costs for 2021 in November 2020.

This fee includes the following:

- the cost of the minister taking your wedding
- use of the church for the specified time, and lighting of it
- meeting with you during the months before the wedding
- the wedding rehearsal
- the calling of your banns
- your marriage certificate

- all administration
- the marriage ceremony itself!

Any items additional to this, whilst they may appear fairly essential elements to a wedding, are counted as ‘optional extras’ – organ, bells, verger and heating - which you must request according to your requirements. We are not allowed, by law, to include these fees in a basic package, but we are allowed to determine our own fees for these items – and these costs must be reasonable.

Of these extras, we strongly recommend these two to all wedding couples:

- **Verger.** This is a member of the local congregation who makes sure that the church is prepared for the service, that the registers are filled out and all is prepared in order that the minister can perform the service without hitches. He or she assists your ushers and your guests on the day, and undertakes a number of other tasks to support the clergy. They will be there on the day, and are paid by us for performing this essential role. They will have given up about half a day of their time for your wedding. We hope you will recognise their value in making your day run smoothly.
- **Heating.** If your wedding is between October and April and we have to turn the heating on when we would not normally do so, we ask you to cover the costs of this. Unfortunately the heating has to be on for several hours to make our ancient energy-inefficient buildings warm enough to use.

We hope that you agree that the overall cost of the church service and the extras that we offer is reasonable, and please do ask if you wish us to clarify anything.

Payment

We do need a deposit of £50 which is payable at the time of confirming your wedding date. This needs to be paid at the time of booking, and will be banked and deducted from your final invoice. If, for any reason, your wedding is cancelled this deposit will be returned to you.

We can accept payment by internet transfer or cheque Please use REF: date of Wedding, Grooms Surname e.g 22.06.18.Smith.

St. Thomas à Becket

Bank: Barclays Bank Plc

Account name: RAMSEY PCC GENERAL A/C

Sort Code: 20-43-63

Account No: 20740659

- St. Thomas a Becket cheques should be made out to: **St. Thomas a Becket PCC**

St. Peter's, Upwood:

Bank: Barclays, Huntingdon, Market Hill Branch

Account name: UPWOOD CHURCH

Sort Code: 20-43-63

Account No: 70901938

- St. Peter's cheques should be made out to: **Upwood Parish Church**

St. Mary's, Ramsey St. Mary:

Bank: Barclays, Huntingdon

Account name: Ramsey St Mary's Church

Sort Code: 20-43-63

Account No: 20747688

- St. Mary's cheques should be made out to: **St. Mary's PCC**

If there are any problems in paying please let us know as soon as possible. As we can discuss the possibility of staged payments, but the fees must still be fully paid before the wedding.

The Wedding Service

Here's an outline of the wedding ceremony. We'll talk more about this when we meet, but you can start thinking about your music and readings and other ways of making your service unique to you. See www.yourchurchwedding.org for some ideas on this.

The Procession

The service usually begins with some processional music when the bride and her attendants arrive and she goes down the aisle to join the bridegroom at the front of the church. The music used may be the traditional, 'Here comes the bride' but there are other choices of music which can be equally suitable.

The Welcome and Introduction

The priest will welcome the bride, the bridegroom, friends and family and a hymn is then usually sung. (There will also be a hymn or hymns at other points in the service as well). The priest will introduce the service and remind everyone that they have come together in the presence of God to witness your marriage and to ask God's blessing on your future life together.

There follows a short explanation about how the Bible and the Church understand Christian Marriage as a gift from God. Everyone is reminded that you are about to start a new life as a married couple in the community and are asked to pray that you will receive strength and guidance for this new commitment that you are about to make.

The Declarations and the Vows

Firstly, the congregation, and then you, are asked whether there is any reason in law why you cannot be married. This is the final check that you can lawfully marry. You are also reminded that you are making your promises before God.

In your vows you are both promising to give your whole lives to each other, just as we believe Jesus gave his life for us. Your marriage will then lay claim to be the most important thing for both of you for the rest of your lives. You will promise to be faithful to each other, to love one another totally, to honour and respect each other and be committed to one another whatever life may bring you both.

These vows are the most solemn part of the service, as in taking them you are

joining yourselves for life before God and before your family and friends.

The Rings

Your rings are blessed by the priest and you exchange them. This is a symbol of the promises that you have made each other on your wedding day.

The Blessing, Bible Reading and Prayers

The marriage formalities are now complete (except for the signing of the Registers which come later). The focus then moves towards God– the priest will ask you to kneel for a prayer of blessing. We will pray that God, through his Holy Spirit, will be with you throughout your life together and that by your lives you will show to others God's love, joy and peace.

A passage from the Bible will be read (which you can choose beforehand) to highlight one of the many aspects of God's love for us. You may also like an additional reading, such as a poem, at this point. The priest will then give a short address to help everyone focus on the meaning of Christian Marriage. There will follow some prayers for yourselves and your future life together. These prayers are something that all the congregation can share in together, and you may have a friend or relative who would like to lead the prayers.

The Signing of the Register

This is the last formality of the service when you are both required to sign the Wedding Registers to confirm that your marriage has taken place. Your signatures will need to be witnessed by two other adults.

The service ends

You will now leave the church as a newly married couple, to share the joy of the day with your friends and family.

Some general notes applying to all our churches

Access to the Church

Your party will have access to the church an hour before the wedding service is scheduled to start, if you need additional time for florists to bring arrangements for example this will need to be agreed in advance with the priest.

Flowers

You are most welcome to enhance the beauty of our churches with extra flowers to co-ordinate with the colour scheme of your weddings and we always appreciate it when you are able to leave displays behind so that others can continue to enjoy them.

Our churches are usually decorated for Sunday services by local teams. Most of our churches have a Flower Co-ordinator who is there to provide you with advice on the availability of stands, vases etc., and acceptable practice within their church.

On occasion there will be more than one wedding in the church on your day or over the weekend, so we may suggest that you co-ordinate with another wedding party.

Confetti

Biodegradable confetti is most welcome as it disappears or disperses very quickly. Rose petals are particularly suitable and attractive. Please do not use plastic or metal items which are intended for table decorations.

Organists, music and choirs

We have organists available, or you may have a friend or relative whom you may wish to invite to play. During the signing of the wedding registers the organist (and choir if requested) will usually play accompanying music.

If you are using one of our organists, we will put you in touch with them. Please make direct contact with them to discuss your musical requirements, and no later than 2 months before your wedding, to allow them time to practice your music.

We have a choir at St. Thomas a Becket and they are also available to sing in the other churches.

Sound

Most of our churches have the ability to play recorded music if required. St. Thomas a Becket has a hearing loop system for the hard of hearing.

Photos and Videos

Almost everybody has a camera and camcorder on their mobile phones now, but we will ask your guests not to take photos and videos during the service (until the exit of the bride and groom), so that they can enjoy the ceremony and participate fully.

Whether you are using professionals or a friend or relative to keep the official record of your special day, we ask them to be discreet so that they do not distract you or your guests from proceedings. Please ask them to co-ordinate with the priest on the day. We also have some great locations and 'hiding' places to ensure you get the best snaps of your special day.

If you are having a video recording made, there is an additional fee payable to the organist which ensures all the appropriate copyright agreements and costs are covered.

Social Media: #lovedoingweddings

We often use Facebook and Instagram to post pictures of our weddings and we are not shy of a selfie or two. If you are uncomfortable with your photos going on our social media platforms, please let us know.

Children

We love children in church and will ensure they receive a warm welcome. If you know you will have a lot of children at your wedding please let us know as we can arrange some appropriate activities for them to have use of. Where possible, we have created areas where children and their carers can go when little ones start to get restless or hungry and St. Thomas a Becket and St. Mary's have a toilet and baby change facility.

If you have children of your own already, please talk to us about finding ways that your children can be included in the service itself to make it special for them and for you as a family. We also request you ensure that somebody else can be responsible for them during the service so you can focus.

Retiring collections

A collection plate is left out at all services and all funds collected go towards the maintenance and upkeep of the church.

Contacting Us

Please contact Carolyn Child initially with your enquiry about a marriage service and then the relevant minister to discuss the details of your wedding service.

Carolyn Child

carolyn@ramseysandupwood.org

Reverend Iain Osborne

Mobile: 07935 549947

Email: iain@ramseysandupwood.org



Website: www.ramseysandupwood.org

Facebook: Like - <https://www.facebook.com/TheRamseysandUpwoodBenefice/>

Instagram: Follow @sttab_c



Wedding Fees for 2021

| BASIC PAROCHIAL FEES – ALL CHURCHES | | |
|---|---|---------------------------------------|
| Marriage Service | £464 | |
| Publication of Banns ¹ | £31 | |
| Certified copy of entry in Marriage Register ² | £15 | |
| Total minimum fee | £510 | |
| | | |
| Banns in another parish ¹ | (£31– <i>Publication</i>) (£15 - <i>Certificate to show to us</i>) | |
| Each extra copy of Marriage Certificate | £15 | |
| Marriage Blessing ³ | £464 | |
| BASICS TOTAL | | |
| OPTIONAL EXTRAS | | |
| Item | Cost | Yes, we would like this (tick) |
| Organist ⁴ | £110 | |
| Organist special requests ⁴ | By negotiation with organist | |
| Bells | £120 (St. Thomas à Becket) £50 (St. Peter's) | |
| Verger ⁵ | £40 | |
| Heating ⁶ (Oct – Apr weddings only) | £40 | |

| | | |
|--|------|--|
| Choir | £100 | |
| Flower pedestal matched to wedding colours | £35 | |
| EXTRAS TOTAL | | |
| GRAND TOTAL | | |

Notes on fees, relating to the table on the previous page

If you need to have banns called in another parish, you will have to arrange that with them and pay a £31.00 publication fee and a £15.00 certificate fee to that parish. We do not need to issue a certificate to ourselves.

³ *This is a service of blessing after a civil marriage ceremony and is the same charge as for a wedding less the legal fees.*

⁴ *The organist’s basic fee covers the music played before during and after the service, and assumes these are standard pieces of music. If extra work is required – for example, purchasing music, making special arrangements of a piece of music, or rehearsing with a soloist – then an appropriate fee must be negotiated with the organist.*

⁵ *Please see page 11 for an explanation of the vital role played by a vergers, who will be present at your ceremony. We appreciate it if you are able to cover the costs of this role.*

⁶ *Please see page 11. It helps us if you are able to cover the costs of heating the building for your service. We won’t charge you for heating from May to September.*

The Basic Parochial Fees are reviewed annually by the Church of England in October, and are based on the increase in the Retail Price Index for the 12 month period leading up to September, becoming effective from the following 1st January.

PAYMENT

Please submit a deposit of £50. Which will confirm your booking. This deposit will be banked, but if your wedding is cancelled for whatever reason, we will return this deposit to you when you advise us of the cancellation.

We will invoice you for the balance of **fees** two months before your wedding if you have not already paid by then. The final balance must be paid not less than one month before the wedding takes place.

If we do not receive your payment by then we cannot conduct the service. Please talk to us if this will be a problem.

Bank Details

St. Thomas à Becket

Bank: Barclays Bank Plc

Account name: RAMSEY PCC GENERAL A/C

Sort Code: 20-43-63

Account No: 20740659

- St. Thomas a Becket cheques should be made out to: **St. Thomas a Becket PCC**

St. Peter's, Upwood:

Bank: Barclays, Huntingdon, Market Hill Branch

Account name: UPWOOD CHURCH

Sort Code: 20-43-63

Account No: 70901938

- St. Peter's cheques should be made out to: **Upwood Parish Church**

St. Mary's, Ramsey St. Mary:

Bank: Barclays, Huntingdon

Account name: Ramsey St Mary's Church

Sort Code: 20-43-63

Account No: 20747688

- St. Mary's cheques should be made out to: **St. Mary's PCC**



Marriage Identity Checklist

3 documents must be seen. One from Group 1 plus any two from Groups 1 or 2.

N.B. Our minister needs to see you both – in person – with the **original** documents (copies are not acceptable).

Group 1:

- Passport statement*
- Driving licence photo card
- Birth certificate
- EU National Identity Card
- Adoption Certificate
- Vehicle registration document

Group 2:

- Bank/building society/credit card
- Utility bill*
- Insurance certificate**
- Addressed payslip*
- National Insurance Card

* Should be issued within the last 3 months.
** should be issued within the last 12 months.

APPLICANT 1: Name:

Document 1:

Document 2:

Document 3:

APPLICANT 2: Name:

Document 1:

Document 2:

Document 3:

We confirm that the above documents are genuine originals, and that they confirm the identity of both applicants for marriage.

Signed **(Applicant 1)**

Signed

(Applicant 2)

Signed

(Document checker)

Date:



Establishing Connection Attendance Form

Your name.....

If you are intending to establish a connection with our churches through regular attendance over a period of at least six months you need to bring this with you and get it signed by the minister before we are able to finally confirm your wedding booking. If you cannot show us this evidence we will be unable to conduct a marriage service for you. This is a legal requirement!

The person attending to build up the connection must be the same one each time – either bride or groom, or their mother or father. Obviously others can attend with you and we’d love to see you.

You can attend any service over this period at any of our churches – it doesn’t have to be the same one each time, but we do need to see attendance at least once each month over the six month period. This can include non-Sunday and seasonal services. See our website www.ramseysandupwood.org for full details of our current service pattern.

| <i>Date & time of service</i> | <i>Church attended</i> | <i>Minister’s name (CAPITALS)</i> | <i>Minister’s signature</i> |
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