Documents Required for Giving Notice of Marriage

Checklist.

(you must both provide at least one document from every section)

Check off documents you need as you go along.

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| **Part 1** | **Proof of Name, Age & Nationality** | **Bride** | **Groom** |
| Valid Passport (All Countries) |  |  |
| Valid European Economic Area (EAA) or Swiss ID card |  |  |
| Valid Home Office Travel Document/biometric residence permit |  |  |
| Certificate of registration or naturalisation as a British CitizenGranted by the Secretary of State |  |  |
| Born before 01/01/1983 **\*\***  | 1. Your **short** or **full** birth certificate **plus**:

Evidence to prove current use of the name on the birth certificate. (See Part 2 Names & Addresses)1. If your current name is different to your birth certificate, evidence of how your name has been changed. (Marriage certificate, change of name deed, statutory declaration)

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| Born on or after 01/01/1983 **\*\***  | 1. Your **full** birth certificate showing your parents details **plus**:

Your mother’s UK birth certificate **(See \*\* below)**1. **If your parents were married at the time of your birth or since** you may bring your father’s UK birth certificate and marriage certificate **(See \*\* below)**
2. Evidence to prove current use of the name on the birth certificate. (See Part 2 Names & Addresses)
3. If your current name is different to your birth certificate, evidence of how your name has been changed. (Marriage certificate, change of name deed, statutory declaration)
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\*\* If your parents were also born after 1983 you will need to take one of your grandparent’s birth certificates. This is all to do with how to prove nationality through a UK birth certificate

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| **Part 2** | Evidence showing your Current Name & Address (where you have resided for more than 7 clear days) | **Bride** | **Groom** |
| **Current UK driving licence** |  |  |
| **Printed statements from online accounts must show your current name & address** |  |  |
| Utility Bill | Dated within three months of you giving notice of marriage. Gas/Electric/Water/Landline telephone/CableBroadband (not mobile phone) |  |  |
| Bank Statement | Dated within one month of the appointment |  |  |
| Council Tax | Dated within one month of the appointment |  |  |
| Mortgage Statement | Dated within one year of the appointment |  |  |
| Current resident tenancy agreement | Must show your name & address |  |  |
| Letter signed & dated by owner/proprietor/Tenant of the property | Must specify who they are and the length of your residency. Further evidence may be required.**(Cannot also be used for proof of your name)** |  |  |

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| **Part 3** | Marital Status – original documents only | **Bride** | **Groom** |
| **This section does not apply to you if you have not been married/in a civil partnership** |  |  |
| Decree Absolute/Nullity or Civil Partnership Dissolution order issued in UK |  |  |
| Divorce, Nullity or Dissolution issued **outside** the British Isles | Original final document (plus translation)* There is a fee to consider if the divorce/

dissolution/nullity is capable of recognition in the UK |  |  |
| Death certificate of previous spouse | If you are not named on the death certificate you must also bring the marriage/civil partnership certificate. |  |  |
| **If your name on the decree absolute/dissolution document or death certificate is different to your current name you must take evidence showing a link between the two names e.g. marriage certificate(s), change of name deed, statutory declaration of change of name.** |
| **For any document not in English you must provide a full translation of all wording, stamps and signatures. The translation can be made by anyone other than you and your partner. The translator must add their name & address to the translation and certify it is a true and accurate translation.** |
| **Part 4** | Immigration Status | **Bride** | **Groom** |
| **British/EEA/Swiss nationals need only to provide nationality documents from Section 1** |  |  |
| **If you or your partner are a non-EEA national:** |
| Proof of indefinite leave to remain/enter |  |  |
| Proof of permanent residence |  |  |
| Proof of right of abode |  |  |
| Proof of military or diplomatic exemption |  |  |
| A marriage/civilpartnership visa | **You must also take a passport photo** |  |  |
| If you or your partner have **none** of the above | When you give notice, you will both be referred to the Home Office. The notice period may be extended from 28 to 70 clear days. **You must also both bring a passport photo** |  |  |
| For **non-EEA** nationals who normally reside outside the UK | Proof of your usual overseas address plus documents as above, and any translations required. |  |  |