# CIVIL REGISTRATION

You must attend the local registry office to give notice of your intention to marry. If you live at addresses in different registration districts each of you will have to attend your local office. Later the Merton Register office will issue a Marriage Schedule which will be sent to the Sacred Heart Parish Office and that document allows the marriage to take place in the church.

When giving notice of your intention to marry there is an administration fee chargeable this maybe £42 or £57 each. A further £100 is paid to the Authorised Person at the church.

The Schedule is valid for one year. You are recommended to apply at your local Register Office(s) six or nine months prior to the wedding. There can be no wedding without the Marriage Schedule! The Schedule will be held at the Sacred Heart Church, for safe keeping. It is this Schedule that all parties sign at the wedding and together with other paperwork is sent to the Merton Register Office.

Three weeks after the wedding you can go online to the London Borough of Merton website https://www.merton.gov.uk/births-marriages-anddeaths/certificates to order a copy of your Marriage Certificate. There is a £16 fee applicable for the issue and postage..