



Register Office Programme of Events

We are delighted you have chosen to hold your ceremony at The Kensington and Chelsea Register Office and look forward to sharing with you the happiness of your very special day. It would assist us if you could complete and return this form when you have decided on the arrangements for your Ceremony. Please tick the boxes to indicate your selections.

Your Venue **Kensington and Chelsea Register Office** **Date & Time Ceremony** @

Names of Parties &

1. CEREMONY VOWS

We will be using:

- (i) Declaratory and Contracting Words **A**
- (ii) Declaratory and Contracting Words **B**
- (iii) Declaratory and Contracting Words **C**
- (iv) We are having a Civil Partnership but do not wish to have a ceremony as part of the proceedings.
(Please note that if you are getting married this is not an option)

2. RINGS AND ADDITIONAL WORDS

- (i) We will not be exchanging rings

We will be exchanging rings as part of our ceremony and:

- (ii) We do not wish to say any words whilst we exchange rings
- (iii) We wish to say the words suggested in your ceremony pack whilst we exchange rings

3. DISABLED ACCESS & FOR THE HARD OF HEARING

- (i) We have a guest attending our ceremony who wishes to use the Register Office's Personal Induction Hearing Loop**.
- (ii) We have guest (s) attending our ceremony who will be requiring wheelchair access

Thank you. Please return this form to registrars@rbkc.gov.uk as soon as possible but certainly within seven days of your Ceremony.

** Legal restrictions do not permit the use of any religious material (or with any religious connotations) and all choices will be subject to final approval by this office.*

*** There is only one Personal Induction Hearing Loop here at the Chelsea Register Office, and any person using it will need to have a hearing aid with a 'T' setting.*



1. Marriage Vows

If you are getting married then you must choose from one of the following standard sets of declaratory and contracting words (these are a legal requirement and cannot be altered in any way) which will form part of your Marriage Ceremony.

Please note that you will not be able to choose any of these vows if you are forming a Civil Partnership. If you are forming a Civil Partnership then please go straight to the next page (2. Civil Partnership Vows).

CEREMONY A

Declaratory Words: I do solemnly declare that I know not of any lawful impediment why I may not be joined in matrimony to

Contracting Words: I call upon these persons here present to witness that I do take thee to be my lawfully wedded wife/husband.

CEREMONY B

Declaratory Words: I declare that I know of no legal reason why I may not be joined in marriage to

Contracting Words: I take thee to be my wedded wife/husband.

CEREMONY C

Declaratory Words: The Officiating Registrar will ask “Are you free lawfully to marry?” to which you must reply, “I am”.

Contracting Words: I take you to be my wedded wife/husband.

Exchanging Rings

If you and your partner are using a ring/rings you may wish to incorporate some additional words whilst you exchange your rings and our recommendation is shown here. However, if you wish to include your own ring words, these will need to be approved in advance by The Superintendent Registrar.

“I give you this ring as a symbol of our marriage and as a token of my love.”



2. Civil Partnership Vows

If you are forming a Civil Partnership it is not a legal requirement to have a 'ceremony' or to say vows to each other. You may wish to have a simple signing, or a non-legal ceremony as part of the proceedings. If you wish to have a Civil Partnership Ceremony then you may choose from one of the following standard sets of declaratory and contracting words.

Please note that you will not be able to choose any of these vows if you are having a Marriage ceremony. If you are getting married then please see the vows listed on the previous page (1. Marriage Vows).

CEREMONY A

Declaratory Words: I do solemnly declare that I know of no lawful impediment why I may not form a civil partnership with

Contracting Words: I call upon these persons here present to witness that I do take thee to be my civil partner under law.

CEREMONY B

Declaratory Words: I declare that I know of no legal reason why I may not form a civil partnership with

Contracting Words: I take you to be my civil partner under law.

CEREMONY C

Declaratory Words: The Officiating Registrar will ask "Are you free lawfully to form a civil partnership with?" to which you must reply, "I am".

Contracting Words: I take you to be my civil partner under law.

Exchanging Rings

If you and your partner are using a ring/rings you may wish to incorporate some additional words whilst you exchange your rings and our recommendation is shown here. However, if you wish to include your own ring words, these will need to be approved in advance by The Superintendent Registrar.

"I give you this ring as a token of my love and a sign of the promises I make to you today."



Frequently Asked Questions

While ceremonies have been permitted to resume, it is important to remember we are still amid a pandemic, so your ceremony may look different to how you previously envisaged.

1. Where do I arrive?

- On the day of the ceremony, we ask that you and your witnesses arrive 15 minutes before the start of the ceremony so we can ensure, wherever possible, that it will start on time.
- You and your witnesses should enter via the side entrance of the Registrars department at Chelsea Old Town Hall, in Chelsea Manor Street

2. What happens during the pre-ceremony interview?

Your registrars will need to do a short and easy interview with you and your partner before the start of your ceremony. You do not need to bring any documents with you to this interview – except in the rare circumstance that you've officially changed your name after giving notice but before getting married. This interview will be done in private and shouldn't last more than 10 minutes.

3. Can I request to be kept separate for our pre-ceremony interview?

It will not be possible for the two of you to be interviewed separately as the pre-ceremony interview will take place in the ceremony room with both of you present.

4. How many guests can I have in my ceremony?

A Register Office ceremony is small and simple, and you are only allowed your **two witnesses**.

We regret that it is not possible to exceed this number, and any photographer/videographer would have to be included as one of your witnesses. Only your official witnesses will be allowed into the building with you, so if you have any additional friends or family coming with you on the day they will have to wait for you outside.

5. Do I have to wear a mask?

The Government has updated the guidance on face coverings at Marriages and Civil Partnerships in England and Wales. From Saturday 8th August 2020, guests at your ceremony will be required to wear a face covering. This applies for ceremonies taking place in Chelsea Old Town Hall or at an approved venue in the Royal Borough of Kensington and Chelsea. Face coverings are not required for the bride, groom or those becoming civil partners during the ceremony, but must be worn as you enter and exit.

6. Can I invite my photographer to our ceremony?

Yes, you may invite a professional photographer or videographer to your ceremony however they will have to be counted as one of your two witnesses. They must wear a mask and observe social distancing throughout the ceremony.

7. Can I walk down the aisle?

No, unfortunately you will not be able to walk down the aisle. Your pre-ceremony interview will take place in the ceremony room itself, and once it has been completed the two of you will remain in your seats in the ceremony room and your witnesses will be brought in to join you.

8. What will happen during the ceremony?

The Government's guidelines has advised that ceremonies are concluded in the shortest time possible and only simple ceremonies should proceed. This means that:

- You will not be able to have a reading or music as part of your ceremony.
- If you wish to exchange rings in your ceremony, your hands should be sanitised before and after. The rings should be handled by as few people as possible.
- As you are only allowed your two witnesses, consider setting up a streaming service/conferencing App so those unable to attend can still be part of your day by watching from home. Please be aware that anyone logging-in to watch the ceremony from home must **MUTE** their microphones for the whole ceremony, otherwise the noise they make will be disruptive and we may have to turn the device off. There is no WiFi in the ceremony rooms so you should use your phones data/personal hotspot for this purpose.