

# Application for a Registry Wedding

Marriage Act 1961

## Here's what you need to know about planning a Registry wedding

### Getting married with us

From the Wedding Ceremony through to the legal Marriage Certificate, we offer a complete package at an affordable price. We ensure the legal requirements are covered so you can relax and enjoy your special day.

First, arrange an interview time to lodge your Notice of Intended Marriage (NOIM). Use our online appointment system at [www.nsw.gov.au/bdm](http://www.nsw.gov.au/bdm)

### At the interview

When you book an interview, we provide you with a checklist of what to send us. This includes your completed NOIM.

We will guide you through the whole process, answer all your questions and make sure your special day runs smoothly.

We can arrange the date and time of your Marriage Ceremony once we receive all the required documents. The ceremony date needs to be at least one calendar month after you lodge your NOIM.

Both parties to the marriage must attend the interview. Each of you must provide:

- an original Passport, or
- a Birth certificate and Photo identification.

If previously married, you must send us original evidence of the divorce, or the death certificate of the deceased partner.

### Privacy

The Registry is responsible for the administration of legislation including the *Births, Deaths and Marriages Registration Act 1995* and the *Relationship Register Act 2010* and the regulations made under those Acts. We collect information under those Acts in order to register NSW life events accurately and securely in perpetuity, ensuring their integrity and confidentiality.

The Register is a permanent historical record and part of the civil records of NSW. It is not available for public scrutiny. Information held in the Register is used to issue certificates in accordance with our Access Policy and can be used for a range of other purposes including statistical analysis, medical research, community planning and law enforcement.

When you complete this form, we use the information that you provide to us to respond to your request (which may include determining your eligibility and making a decision on your application) and to prevent fraud. We may disclose your personal information to a third party to verify that the information that you have provided to us is correct.

For more information about how we handle personal information, including who we may disclose it to, please read our Privacy Collection Notice, available at <https://www.nsw.gov.au/births-deaths-marriages/about-us/privacy-collection-notice>

### Warning

Please be aware that it is an offence under Part 5A of the *Crimes Act 1900* to provide false or misleading information or documents and it is an offence under the *Births, Deaths and Marriages Registration Act 1995* to make a false or misleading representation in an application, notice or document.

### Wedding venues

You can choose a ceremony in our modern and stylish Pyrmont Wedding Registry.

We also offer ceremonies in other locations including in Manly, Parramatta and Wollongong.

### Fees – wedding ceremony

The fee for your wedding ceremony depends on your choice of venue, date and time. If you aren't sure of your wedding date, you may lodge your NOIM (valid for 18 months only).

For all fees, please visit the BDM website: [www.nsw.gov.au/bdm](http://www.nsw.gov.au/bdm)

### Check out our wedding venues

To find out more about the venues we currently offer, check out "Our wedding venues" on our website: [www.nsw.gov.au/bdm](http://www.nsw.gov.au/bdm)

# Payment Details Registry Wedding and Marriage Certificate

ABN 81 913 830 179 GPO Box 30, SYDNEY NSW 2001

Complete this fillable form on your computer, or if you are writing in pen please print clearly. **International Registered Post**  
**Select certificate you wish to receive e.g. 1 Standard marriage certificate/s**  
**Commemorative certificate/s** Describe Commemorative e.g. 1 Gold Rings  
**Warning** Please be aware that it is an offence under Part 5A of the *Crimes Act 1900* to provide false or misleading information or documents and it is an offence under the *Births, Deaths and Marriages Registration Act 1995* to make a false or misleading representation in an application, notice or document

**Applicant's Details** (person completing this form).

Family name

First given name Other given name/s

Address Suburb/Town/City

State/Territory Postcode Country

Postal address (if different from above) Suburb/Town/City

State/Territory Postcode Country

Contact number Email address

Signature of applicant

I declare that the information I have provided is true and correct. I have read and understand all the information and instructions in this document including the information about privacy. I understand that it is an offence under Part 5A of the *Crimes Act 1900* to provide false or misleading information or documents and that it is an offence under the *Births, Deaths and Marriages Registration Act 1995* to make a false or misleading representation in an application, notice or document.

**Partner 1 details**

Family name (before marriage) Other given name/s

First given name Date of birth

**Partner 2 details**

Family name (before marriage) Other given name/s

First given name Date of birth

**Office use only**

Date Venue

Time Ceremony/Lodgment

Registration Certificate

Other Product Post/Collect

Other Product Total Payment

**Payment details** For fees, see page 1.

Total Amount \$ Please debit my: AMEX  Mastercard  Visa  OR Enclosed is a cheque\*/money order

Credit card's last 4 digits For security reasons, we will phone you to complete the credit card payment. \*Cheques payable to 'NSW Department of Customer Service'

Name of cardholder Expiry date

Signature of cardholder A surcharge applies to credit card payments at the rate of 1.4% for AMEX and 0.4% for Mastercard or Visa.