

Application for a MARRIAGE Certificate

Please read the notes overleaf **BEFORE** completing this form

For Register Office use only

Register No.	Entry No.	Certificate No.
Date of issue		

To the Registration Officer having custody of the register

1 Applicant

Name of applicant: Mr / Mrs / Miss / Ms (State name in full)

Your postal address:

.....

..... Post Code: Tel No:

2 Are you applying for your own marriage certificate? (Please tick box) Yes No If not please state your relationship to the person

.....
.....

3 It would help us if you would state the purpose for which the marriage certificate is required

.....
.....

4 Details of the marriage certificate required

Party 1
Surname

.....

Forename(s)

.....

Party 2
Surname before marriage

.....

Forename(s)

.....

Any other surname
used before this marriage

.....

Date of marriage

Day	Month	Year
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Place of marriage

Name of building, church or register office and locality

.....

5 Requirements

For information about the types of certificate available please see overleaf

Standard marriage certificate

I require Standard marriage certificate(s)
Number

6 Remittance enclosed

(Postal applications only)

I enclose a cheque / postal order for £

Cheques should be made payable to Bradford Council

7 Signature

Signature Date

Information about marriage certificates

Standard certificates

This is a full copy of the marriage entry

Postal applications

If you apply by post please complete the form and enclose a stamped addresses envelope and the appropriate fee in sterling. Information about the cost of certificates may be obtained from any register office. All remittances should be made payable to Bradford Council and crossed “/&Co” **Do not send cash.**

- The application form should be sent to the Superintendent Registrar of the district where the marriage occurred:
- The Register Office
City Hall
Bradford
BD1 1HY
Tel: 01274 432151

Do not use this form for making applications to the Register General.

Searches of marriage indexes

Superintendent Registrars do not have the staff to undertake searches of an indefinite protracted nature. Usually a search in the marriage index, covering a period not exceeding 5 years, will be made but only where accurate details have been given of the marriage registration. If a wider search is required it is necessary for the applicant or someone of his/her behalf to make a **general search** in the indexes. For further information see below and then make enquiries of the Superintendent Registrar.

General searches at a Superintendent Registrar's office

The indexes in a Superintendent Registrar's office relate only relate to births, marriages and deaths which occurred within the Superintendant Registrar's district.

A **general search** is a search in the indexes conducted in person by the applicant or someone on his/her behalf during any number of successive hours not exceeding six. By arrangement with the Superintendent Registrar a person making a **general search** may have access to the indexes to the registers of births, marriages and deaths but not to the registers themselves. A certificate of any entry identified may be obtained on completion of an application form and on payment of the appropriate fee.

If a person making a **general search** is uncertain whether a reference found in the indexes relates to the entry for which he/she is searching, the Superintendent Registrar, on being given definite details by which the entry may be identified, will verify those particulars by reference to the register. Any additional information from the entry can only be made available in the form of a certificate.