



# WEDDING & MARRIAGE BOOKING FORM

Parish of Holywood  
St Colmcille's Church

Diocese of Down & Connor

Please complete this form in **BLOCK CAPITALS** and return to the parish to confirm your wedding booking.

**DATE OF WEDDING:**  **CHURCH: ST COLMCILLE'S CHURCH** **TIME:** \_\_\_\_\_

Or if wedding **AWAY** name of **Church:** \_\_\_\_\_ **and Country:** \_\_\_\_\_ at least 5 months notice on weddings abroad due to paperwork.

**WEDDING SERVICE**  **WEDDING MASS**

**BRIDE**

**GROOM**

**Name:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Postcode:** **BT** \_\_\_\_\_

**Postcode:** **BT** \_\_\_\_\_

**Home No:**

**Home No:**

**Mobile No:**

**Mobile No:**

**Date of Birth:**

**Date of Birth:**

**Email:**

**Email:**

**Religious Denomination:**

**Religious Denomination:**

**Signed:** \_\_\_\_\_ **(Bride or Groom)** **DATE:**

**Declaration:** *We confirm that the details that are given above are correct and we understand that we must both attend a Marriage Preparation Course prior to our wedding.*

**Please Note**

Every booking is taken on the understanding that both parties are free to marry in the Catholic Church and that no impediment to the marriage exists. The celebration of the marriage depends on this being the case. Early clarification of this point is essential. While this booking is provisional the date and time will be held for the couple. When the freedom of both parties is established, the booking can be confirmed.

We understand and accept the basis on which this marriage has been provisionally booked.

Signature of bride or groom: \_\_\_\_\_ Date: \_\_\_\_\_

===== **FOR HOLYWOOD PARISH OFFICE USE ONLY** =====

Cost for use of Church: £350.00 Deposit of £200 to be paid on booking

Paid on: \_\_\_/\_\_\_/\_\_\_

Balance of payment £150

Paid on: \_\_\_/\_\_\_/\_\_\_

Fee for sending papers overseas: (This fee accompnys the documentation to the £15.00 Paid on: \_\_\_/\_\_\_/\_\_\_ Diocesan Marriage Tribunal offices.)

We congratulate you both on this important step in your life’s journey and we hope to give you every assistance in your preparation for the celebration of your marriage.

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**For those who live outside the Parish of Hollywood, and who are bringing their own priest**, please give this form to your celebrant and ask him to complete the section below and then return the whole form to Hollywood Parish Office (address below).

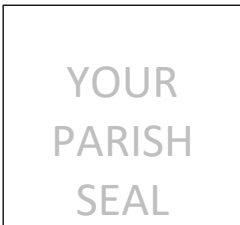
I confirm that we have been made aware of the wedding of

(Bride’s Name) \_\_\_\_\_ and Groom’s Name: \_\_\_\_\_  
and that a Priest of this parish is willing to officiate at the wedding:

Signed: \_\_\_\_\_ (Parish Priest / Curate)

Date: 

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Parish: \_\_\_\_\_

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**DOCUMENTATION NEEDED FOR MARRIAGE IN  
ST COLMCILLE’S CHURCH, HOLYWOOD, DOWN & CONNOR DIOCESE.**

**Catholic Party – Bride or Groom**

- Baptism Certificate and indicating ‘NO RECORD OF MARRIAGE’ on this certificate
- Confirmation Certificate
- Letter from your Mother or Father saying that you are free to marry.
- Affidavit from the solicitor (**if you have lived outside the Diocese of Down and Connor or parish for more than 1 year**)

**Non-Catholic Party - Bride or Groom**

- Baptism Certificate or letter with details from the Church of Christening if applicable
- Letter from your Mother or Father saying that you are free to marry
- Affidavit from the solicitor

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**AFFIDAVIT WORDING:**

I (name of fiancé/fiancée)\_\_\_\_, of (address)\_\_\_\_, solemnly declare under oath, that I have never been married before, either civilly or religiously. Therefore, I am free to marry, (name of fiancé/fiancée)\_\_\_\_, of (address)\_\_\_\_, in the Roman Catholic Church of (name of church)\_\_\_\_, (address of church)\_\_\_\_, on (date of wedding)\_\_\_\_\_.

Signed by party\_\_\_\_\_

Dated\_\_\_\_\_

Signed & Stamped by solicitor\_\_\_\_\_

Dated\_\_\_\_\_

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**For the Civil Registrar.** [Register as soon as the wedding date has been confirmed.]

- As your marriage will be registered in Bangor Council Offices you will need to contact the Registrar’s Office for Application Forms for the Marriage Schedule (one application per person). [www.ardsandnorthdown.gov.uk](http://www.ardsandnorthdown.gov.uk) These need to be downloaded, filled in, one per person, and then given to officiating priest for his signature before they are returned to Ards & North Down Council, (see address on website) and sent for processing.
- Find out what documentation you need and included before posting (it will indicated on the application form).
- The Schedule will be printed and can be collected from Bangor Council within 14 days of the wedding. Leave the Marriage Schedule a couple of days before the wedding in to the parish office / parish secretary. Once signed on the wedding day you will need to returned it to the Bangor Council Offices within 48hrs.

### **ACCORD NI**

- As part of the religious preparation for marriage in Down and Connor a couple are asked to attend a Pre-Marriage Course run by ACCORD – usually a weekday evening and a Saturday morning/afternoon.
- Please contact ACCORD directly on 028 9023 0302 to see what will be available. Please book and attend a course asap.
- If living outside of Down and Connor your local priest will give you information for the marriage course in your local area.

*Updated: 15.07.2020*