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| **Please complete question 1– 15 (Questions 1- 11 for Banns Only)** **and return electronically to** **office@stivesparishchurch.org.uk** |
| 1 | Preferred Date of Marriage |
| 2 | Preferred time |  |
| Please do not make any arrangements until you have had these confirmed by the Vicar or other church official. We will try our best to accommodate your request but cannot guarantee it until confirmed. |
|  |  | **Groom** | **Bride** |
| 3 | Surname |  |  |
| 4 | First Names |  |  |
| 5 | Nationality. Please bring proof (passport) to first preparation meeting |  |  |
| 6 | Condition (Single/ Widow(er) Previous Marriage Dissolved |  |  |
| 7 | Residence, including postcode, at time of calling Banns of Marriage |  |  |
| 8 | Groom Email |  |
| 9 | Groom Telephone |  |
| 10 | Bride Email |  |
| 11 | Bride Telephone |  |
| 12 | Residence, including postcode, at time of Marriage if different. |  |  |
| 13 | Date of birth |  |  |
| 14 | Occupation |  |  |
| Note to 15a-d below – Name, surname and occupation of mother, father, parent or step parent. Each party can have up to four parents recorded. Where a step parent is included this should be qualified by writing (step-parent) after the name. Where a parent is deceased the words (deceased) should be entered after the name. If any parent is retired, details of their last occupation should be qualified by writing (retired) afterwards, this should be included even if the parent is deceased. |
| 15a | Father/mother/parent/step-name surname and occupation |  |  |
| 15b | Father/mother/parent/step-name surname and occupation |  |  |
| 15c | Father/mother/parent/step-name surname and occupation |  |  |
| 15d | Father/mother/parent/step-name surname and occupation |  |  |

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| **LEGAL FEES PAYABLE AT THIS PARISH** |
| Statutory fee for a basic Church of England wedding service, not including the banns fee This includes the church costs (inc. lighting and administration) | £464 |
| Fee for reading of banns at this church | £31 |
| Fees for Certificate of Banns (Service taking place elsewhere) | £15 |
| NB If a marriage licence is required, the licence fee replaces the banns fee above and is payable to the issuing authority, (please refer to the relevant issuing authority for the current licence fees). Couples who need to have additional banns readings at churches other than the marrying church should be advised of the statutory payment of £31 for reading the banns and £15 for the required banns certificate; a total of £46 payable to each church, other than the marrying church, which reads their banns. A banns certificate (and the associated fee) is not required from the marrying church. .  |
| **TOTAL LEGAL FEES** | **£31** Banns and certificate only | **£464** Service no Banns | **£495** Banns and Service  |
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| **OPTIONAL FEES PAYABLE AT THIS PARISH**The priest will discuss these with you during the preparation meeting |
| Verger | £ | Yes | No | Arranged with |  |
| Organ | £ |  |  | Arranged with |  |
| Choir | £ |  |  | Arranged with |  |
| Bells | £ |  |  | Arranged with |  |
| Flowers | £ |  |  | Arranged with |  |
|  | £ |  |
|  | £ |  |
| **TOTAL OPTIONAL FEES** | **£** |
| **TOTAL LEGAL AND OPTIONAL FEES DUE** | **£** |