



ARCHDIOCESE OF SOUTHWARK

Pre-Nuptial Enquiry Form

To be used for all marriages

CONFIDENTIAL

PLEASE PRINT CLEARLY

Parish

FULL NAMES OF COUPLE

Bride	Groom

SECTION A

THE MARRIAGE TO BE CELEBRATED

Date of Wedding	Diocese of Wedding
Name of Parish Church in which marriage is to be celebrated	

BEFORE THE WEDDING

Civil Requirements

Registrar Notified	<input type="checkbox"/>
Registrar's Schedule Received (if marriage taken place in England and Wales)	<input type="checkbox"/>

Church Requirements

	Bride	Groom
Baptism Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Confirmation Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Evidence of Freedom	<input type="checkbox"/>	<input type="checkbox"/>

AFTER THE WEDDING

	GROOM	BRIDE
Details entered in Parish Register	<input type="checkbox"/>	<input type="checkbox"/>
Notification of Place of Baptism of Catholic Party (ies)	<input type="checkbox"/>	<input type="checkbox"/>
Marriage Schedule returned to Registrar (if marriage taken place in England and Wales)		<input type="checkbox"/>

PLEASE TAKE A COPY OF ALL PAPERWORK BEFORE SENDING TO THE CHANCERY

BRIDE

Full Name

Place & Date of Birth	Place & Date of Baptism
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Present Religion	Place & Date of Confirmation
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Present Address	
Postcode	Email
Telephone Number	

Your parish (if Catholic)?	How long have you lived at your present address?
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Father's Name	Present Occupation
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Mother's Name	Mother's Maiden Name
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Are you related to the person you intend to marry by blood, by marriage or by adoption?	YES / NO
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Have you ever been married before, either in church or some other place? If your answer is YES, please complete the following section	YES / NO
--	----------

To whom were you married?	
When?	
Where?	
Marriage Certificate Number	
Has your former spouse died?	Please present a copy of the death certificate
Has the marriage been dissolved by a civil decree of DIVORCE? <small>Please present a copy of the decree</small>	Decree No
Have you ever been PERPETUALLY PROFESSED as a Religious? <small>Please present a copy of the decree</small>	Decree No
Has a DECREE OF NULLITY been granted by the Church? <small>Please present a copy of the decree</small>	Decree No

Except when a marriage has been dissolved by death and an authentic death certificate has been presented, requests for dispensations for a second marriage must be referred to the Chancery Office

NO DEFINITE ARRANGEMENTS SHOULD BE MADE FOR THE MARRIAGE TO TAKE PLACE UNTIL CLEARANCE HAS BEEN GIVEN

Your personal details are required to comply with canonical and statutory requirements for the specific purpose of processing your marriage paperwork. The information will be held on file/stored on a Diocesan Chancery computer securely and transferred only to the parish/diocese of marriage

I declare before God that the information I have given is true; that I fully accept the meaning and obligations of marriage; that I understand that my marriage documentation will be retained by the Catholic Church and that my marriage will be permanently recorded in church registers.

The details I have given above are, to the best of my knowledge, accurate.

Signature of Bride	Date
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GROOM

Full Name

Place & Date of Birth

Place & Date of Baptism

Present Religion

Place & Date of Confirmation

Present Address
Postcode
Telephone Number
Email

Your Parish (if Catholic)?

How long have you lived at this address?
--

Father's Name

Present Occupation

Mother's Name

Mother's Maiden Name

Are you related to the person you intend to marry by blood, by marriage or by adoption?	YES / NO
---	----------

Have you ever been married before, either in church or some other place? If your answer is YES, please complete the following section	YES / NO
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The details I have given above are, to the best of my knowledge, accurate

Signature of Groom

Date

The priest or deacon preparing the couple for marriage has a duty to ensure that potential spouses receive a full and understandable explanation of the meaning of Christian marriage; its obligations, unity and indissolubility. He should be satisfied that they are entering marriage freely, without pre-conditions and with sufficient knowledge of the responsibilities of marriage.

The following questions should be asked **after** the required marriage preparation course has been given and each partner should be interviewed separately.

<u>BRIDE</u>		<u>GROOM</u>
	Concerning Free Will	
YES/NO	Are you coming to this marriage freely, without conditions attached to your consent?	YES/NO
YES/NO	Is anyone (or any situation) putting any pressure on you to enter into this marriage?	YES/NO
YES/NO	As far as you know, is the person you hope to marry under any pressure to do so?	YES/NO
	Concerning the Lifelong Nature of Marriage	
YES/NO	Are you willing to undertake marriage as a lifelong commitment to your future spouse?	YES/NO
	Concerning Children	
YES/NO	Are you willing to see your marriage as an invitation to bring children into the world and to care for them and bring them up wisely and well as their first educators?	YES/NO
	Concerning Faithfulness in Marriage	
YES/NO	Are you willing in your conjugal relationship to be completely faithful to your future spouse?	YES/NO

AFTER interviewing the couple the **priest or deacon** should complete the following:

What form of preparation has the couple received?
In your personal opinion, are the parties ready for marriage?
Are you satisfied that each is entering the marriage of his/her own free will?
Are you aware of any other invalidating impediments to this marriage?
Any further comments:
Parish Priest/ Assistant/Deacon
Date

PERMISSIONS AND DELEGATIONS FROM THE PARISH

SECTION B PERMISSION TO MARRY OUTSIDE THE PARISH OF DOMICILE

(IN A PLACE WHERE NEITHER PARTY HAS THE RESIDENCE QUALIFICATIONS REQUIRED BY CANON 1115)	
Has the Catholic a residential qualification in your parish?	YES / NO
Have you obtained written permission from the parish priest of the bride/groom for the marriage to take place outside their parish of domicile?	YES / NO
Signature of Priest	
Date	

SECTION C DELEGATION OF MARRIAGE

When the marriage is to take place BEFORE ONE WHO IS NOT THE PARISH PRIEST OR HIS ASSISTANT IN THE CHURCH IN WHICH THE MARRIAGE TAKES PLACE OR IS TO BE CELEBRATED BEFORE A DEACON
This delegation is required for the valid celebration of marriage (c. 1111)
I hereby delegate/sub-delegate to assist at the above mentioned marriage
Signature of Parish Priest / Assistant
Date

DISPENSATIONS AND OTHER CANONICAL ACTS

The Parish Priest/Parochial Administrator can grant the Permission for a Mixed Marriage to his own parishioners

Please note that application must be made to the Chancery Office for

- a) Marriages involving **EASTERN RITE CATHOLICS** or members of **ORTHODOX CHURCHES**
- b) Dispensations from **DISPARITY OF CULT**
- c) Dispensations from **CANONICAL FORM**
- c) Permissions for a **CONVALIDATION** of an existing civil or religious marriage
- d) Marriages requiring **RADICAL SANATION**

SECTION D

CATHOLIC PARTY'S DECLARATION OF INTENT

To be completed by the Catholic party in ALL cases seeking dispensations/permissions
The Catholic party to any marriage where the other party is not a Catholic must make the following declaration and promise
DECLARATION OF INTENT
I declare that I am ready to uphold my Catholic faith and to avoid all dangers of falling away from it. Moreover, I sincerely undertake that I will do all that I can, within the unity of our marriage, to have any children resulting from our union baptised and brought up in the Roman Catholic Church alone.
Signature of Catholic party
Date
To be completed by the priest/deacon preparing the paperwork in ALL cases as above
The priest or deacon makes the following declaration:
The Catholic party has read and signed or made verbally before me the above declaration and promise with the knowledge of, and following an explanation to the non-Catholic party. In my opinion the non-Catholic will not oppose the fulfilment of these undertakings in such a way as to make them meaningless. The couple have completed a programme of Catholic marriage preparation
Signature of Priest/Deacon
Date

SECTION E

PERMISSION FOR A CONVALIDATION

I request a permission for a Convalidation for the following reasons
Where did the attempted marriage take place
Date of attempted marriage
Marital status of the parties at the time of the attempted marriage
For the Convalidation two witnesses are required
Name of witness
Names of witness
I have seen the original marriage certificate which shows that the parties are civilly free to marry
Ref No
Parish Priest/ Assistant/Deacon
Date

SECTION F

DISPENSATION FROM DISPARITY OF CULT

I request a dispensation from the impediment of Disparity of Cult so that the above named Catholic can enter into a valid marriage with the above named non-baptised person , and I submit the following reasons:
Parish Priest/ Assistant/Deacon
Date

SECTION G

DISPENSATION FROM THE CANONICAL FORM OF MARRIAGE

The couple named herein wish to be married according to the rites of
The ceremony will take place at (Please give full address)
I submit the following reasons in support of their application for the required Dispensation from the Canonical Form of Marriage:
Parish Priest/ Assistant/Deacon
Date

FOR CHANCERY OFFICE USE

SECTION H

LITTERAE TESTIMONIALES
Visis documentis hisce alligatis, testamur
esse in statu libero ad matrimonium contrahendum, dummodo interveniat NIHIL OBSTAT illius dioceses in qua matrimonium sit contrahendum.
Datum
Ordinarius/Cancellarius
Locus SOUTHWARCENSIS

SECTION I

NIHIL OBSTAT & EXSEQUATUR
Visis documentis huic Curiae exhibitis. NIHIL OBSTAT quominus matrimonium de quo supra contrahatur, servatis de iure servandis
Datum
Ordinarius/Cancellarius
Locus

STEP BY STEP GUIDE TO COMPLETING MARRIAGE PAPERWORK

ALL MARRIAGES

- Complete the Diocesan Pre-Nuptial form
- Establish evidence of freedom by both parties completing and signing a Statutory Declaration of Freedom before a Commissioner of Oaths or Solicitor
- Completed Pre-Nuptial preparation course

TWO CATHOLICS

- As all marriages + an up to date Baptismal Certificates issued within six months of the marriage
- Evidence of Confirmation

CATHOLIC AND BAPTISED NON CATHOLIC

- As all marriages + evidence of Baptism of the non-Catholic party
- Application form for the celebration of a mixed marriage signed by the Catholic party
- This permission may be granted by the Parish Priest

CATHOLIC AND AN UNBAPTISED PERSON

- As all marriages + complete application for the granting of a Dispensation from the Canonical Impediment of Disparity of Worship signed by the Catholic party
- To be granted by the Chancery Office

CATHOLIC AND A NON CATHOLIC IN A NON CATHOLIC PLACE OF WORSHIP CANONICAL FORM OF MARRIAGE - CFM

- As all marriages + complete application form signed by the Catholic party for a dispensation from Canonical Form to be sent to the Chancery office 6 months before the proposed marriage date.
- No firm date should be arranged until granted
- The marriage is recorded and the paper work kept in the church of the Catholic party
- Notify the Chancery that the marriage certificate has been seen
- Clergy to inform the parish of Baptism

COUPLE MARRIED CIVILLY OR IN A NON CATHOLIC CHURCH WITHOUT PERMISSION WISH THIER MARRIAGE TO BE RECOGNISED BY THE CHURCH – CONVALIDATION

- As all marriages + complete an application for a Convalidation
- Take a copy of the marriage certificate checking that there are no further impediments
- Send to the Chancery office at least 6 months before the proposed marriage
- No date to be arranged before the permission is granted

IF EITHER OR BOTH PARTIES HAVE BEEN PREVIOUSLY MARRIED IN A CIVIL OR RELIGIOUS CEREMONY

- It is **ESSENTIAL** that no date is fixed and the Marriage Tribunal is contacted **BEFORE** any preparation takes place

TRADITIONAL MARRIAGES

- Traditional marriages are not recognised in this country unless it is civilly recognised in the country of marriage
- The couple must check with the local registrar to confirm
- If civilly recognised proceed as a Convalidation
- If not civilly recognised proceed as a regular marriage

PLEASE NOTE

- A Catholic but not of the Latin Rite, please contact the Chancery Office
- It is the responsibility of the Clergy to notify the place of Baptism of the Catholic party
- Marriage papers are to be preserved in the parish's archives of the place of marriage except in the case of a CFM where they are to be kept in the parish of the Catholic party
- A photocopy of all documents must be taken before posting them anywhere
- Check the correct amount of postage is used

If in any doubt, always contact the Chancery Office

020 7928 5592

chancery@rcaos.org.uk



CHANCERY OFFICE
ARCHBISHOP'S HOUSE
ST. GEORGE'S ROAD
SOUTHWARK
LONDON SE1 6HX
Tel: 020 7928 5592
Fax: 020 7401 7383

E mail: chancery@rcsouthwark.co.uk

ARCHDIOCESE OF SOUTHWARK

STATUTORY DECLARATION OF FREEDOM

I.....
of.....
do solemnly and sincerely declare that (*apart from my marriage to:.....
on the day of).....

I have never been through any form of marriage either **civil** or **religious**, and I make this solemn declaration conscientiously believing it to be true and by virtue of the provisions of the Statutory Declaration act 1835.

Declared by the above named:

.....

at.....

this..... day of

Before me,

A Commissioner for Oaths
Solicitor

****delete as appropriate
(refers to any previous or current marriage- not the forthcoming marriage)***



Marriage Preparation Course Booking Form - 2024

Bridegroom _____ Religion _____ Job _____

Bride _____ Religion _____ Job _____

Bridegroom's Tel: _____ email: _____

Bride's Tel: _____ email: _____

Contact address (including postcode) _____

Place and Date of Wedding _____

*Signature of Referring Priest/Deacon: _____ Parish: _____

Courses run for an evening and a day. All Friday evening sessions run from 7.00pm – 9pm and are ONLINE. Saturday ONLINE courses run from 9.00am – 4.30pm. A Saturday course held in a venue will run from 9.00am – 5.00pm. Light refreshments are provided but not lunch on Saturday. You both need to be present throughout the course and be unaccompanied by children. Please tick your choice of date & venue.

5th Jan and 6th Jan 2024 ONLINE

9th Feb and 10th Feb 2024 ONLINE

8th March and 9th Mar 2024 ONLINE

5th April and 6th Apr 2024 ONLINE

10th May ONLINE and 11th May 2024 at St Andrew's Church hall,
Ashford Road, Tenterden TN30 6LL

7th June ONLINE and 8th June 2024 at St Anselm's Pastoral Centre
89, West Hill, Dartford, DA1 2HJ

5th July ONLINE and 6th July 2024 at St Thomas of Canterbury Church hall
Burgate, Canterbury, CT1 2HJ

13th Sept ONLINE and 14th Sept 2024 at St Teresa's Church Hall,
Maidstone Road, Ashford, TN24 8TX

The fee for this course is £120 but inability to pay this will not preclude you from doing the course.

Payment Options: I would like to pay via (tick your choice):

- Cheque: (Enclosed – made payable to RCAS Marriage & Family Life)
- Online bank transfer (As reference use: KENTMP month of your course your surname:)
 - **Account Name:** RCAS Marriage & Family Life or RCAS MFL
 - **Account Number:** 36152536
 - **Sort Code:** 60-50-01

***I consent to Southwark Marriage and Family Life contacting me about future events.**

Please return the completed form by email: mflkent@rcaos.org.uk with confirmation of your bank transfer

or with your cheque made payable to RCAS Marriage & Family Life and send to Carole Batty, MFL Coordinator for Kent at PO Box 1360, Maidstone, Kent, ME14 9UU

Registered Charity Number 1173050

