



## Getting married at the Register Office

Congratulations on choosing to get married at the register office!

The register office remains the most popular choice for couples marrying in Darlington. Whether you want a small or larger event, informal or more traditional ceremony we are here to help you make the most of what is one of the most important days in your life!

We offer three types of wedding here at the register office:

1. The Statutory Marriage Room
2. The Council Chamber Foyer
3. The Council Chamber

The following information will help you plan and understand what will happen on your wedding day. If you have any questions please do not hesitate to contact us.

There are photographs of our marriage facilities on our website but if you would prefer to see the facilities beforehand you can do so by a pre-arranged appointment.

Three final pieces of information and advice for you:

1. Please don't be late for your wedding, we often have other weddings or appointments after your ceremony. If you are late you risk it not going ahead!
2. The register office is located at the Town Hall, which is a busy multi-purpose council building. If you choose to get married Monday to Friday, there will be other people and events taking place in the building whilst you are with us.
3. You are unable to decorate or alter the layout of the marriage rooms.

## Statutory Marriage Room – Small Statutory Wedding

| Element                                 | Feature of this wedding                                                                                                                                                                                                         |
|-----------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maximum number of people who can attend | The couple and two witnesses only                                                                                                                                                                                               |
| Arrival Time                            | Couple and witnesses arrive together at the time of their ceremony. Arrival is at the Civic Entrance.                                                                                                                           |
| Music                                   | <u>No</u> music is used for this type of ceremony                                                                                                                                                                               |
| Photographs                             | You may take your own photographs.<br>An official, additional, photographer is <u>not</u> permitted.                                                                                                                            |
| Ceremony and format                     | <ul style="list-style-type: none"> <li>– Short, legal ceremony</li> <li>– No readings</li> <li>– Rings can be exchanged, but this is not a legal requirement</li> <li>– Ceremony takes 10-15 minutes</li> </ul>                 |
| Parking                                 | Parking is <u>not</u> provided for this type of ceremony.                                                                                                                                                                       |
| Other information                       | <p>This is a short, basic legal marriage ceremony.<br/>Ideal for couples who just want a smaller, more informal, wedding.<br/>It is popular with couples who are also having another non-statutory ceremony or celebration.</p> |

## The Council Chamber Foyer

| Element                                 | Feature of this wedding                                                                                                                                                                                                                                                 |
|-----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maximum number of people who can attend | The couple and 10 guests <u>only</u> . Witnesses are included in the guest numbers.                                                                                                                                                                                     |
| Arrival Time                            | <ol style="list-style-type: none"> <li>1. Couple and guests may all arrive together 15 minutes prior to the ceremony start time.</li> <li>2. The groom and guests arrive 30 minutes before the ceremony start time and the bride 10 minutes prior.</li> </ol>           |
| Music                                   | <p>You can bring your own music (CD / phone / USB), or we will play generic music.</p> <p>Music is played for:</p> <ol style="list-style-type: none"> <li>1. Bride/couple walking in</li> <li>2. Signing the schedule/photographs</li> <li>3. Couple leaving</li> </ol> |
| Photographs                             | <p><u>One</u> official photographer and <u>one</u> videographer are permitted during the ceremony.</p> <p>Guests can take photos at the end of the ceremony.</p>                                                                                                        |
| Ceremony and format                     | <ul style="list-style-type: none"> <li>– Standard ceremony</li> <li>– 1 reading by a guest</li> <li>– Choice of vows</li> <li>– Rings can be exchanged if desired</li> <li>– Ceremony takes 20-30 minutes</li> </ul>                                                    |
| Parking                                 | 2 cars are permitted to park on the forecourt for the duration of the ceremony only.                                                                                                                                                                                    |
| Other information                       | A smaller ceremony which allows key family and friends as guests. A more traditional style wedding.                                                                                                                                                                     |

## The Council Chamber

| Element                                 | Feature of this wedding                                                                                                                                                                                                                                              |
|-----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Maximum number of people who can attend | The couple and 50 guests <u>maximum</u> .<br>Witnesses are included in the guest numbers.                                                                                                                                                                            |
| Arrival Time                            | <ol style="list-style-type: none"> <li>1. Couple and guests may all arrive together 20 minutes prior to the ceremony start time.</li> <li>2. The groom and guests arrive 30 minutes before the ceremony start time and the bride 10 minutes prior.</li> </ol>        |
| Music                                   | <p>You can bring your own music (CD / phone / USB), or we will play generic music.<br/>Music is played for:</p> <ol style="list-style-type: none"> <li>4. Bride/couple walking in</li> <li>5. Signing the schedule/photographs</li> <li>6. Couple leaving</li> </ol> |
| Photographs                             | <p><u>One</u> official photographer and <u>one</u> videographer are permitted during the ceremony.<br/>Guests can take photos at the end of the ceremony.</p>                                                                                                        |
| Ceremony and format                     | <ul style="list-style-type: none"> <li>– Standard ceremony</li> <li>– 1 reading by a guest</li> <li>– Choice of vows</li> <li>– Rings can be exchanged if desired</li> <li>– Ceremony takes 20-30 minutes</li> </ul>                                                 |
| Parking                                 | 2 cars are permitted to park on the forecourt for the duration of the ceremony only.                                                                                                                                                                                 |
| Other information                       | A larger ceremony which allows for more family and guests to attend. A more traditional format and style of wedding.                                                                                                                                                 |