

## **Attending a wedding at Darlington Register Office Information for the government track and trace service (30 people maximum wedding)**

As part of government Covid-19 policy and restrictions, it is a mandatory requirement that we have a record of those who have attended a wedding at the Register Office.

This information will be:

- Kept for 21 calendar days only.
- Be kept in a secure location at the Register Office for this time.
- Destroyed securely after the 21 days.
- Not be shared with anyone.
- Only used to support the governments track and trace service. More information about the track and service can be found at <https://www.gov.uk/guidance/nhs-test-and-trace-how-it-works>

### **What you need to do now:**

You need to complete the register of attendance, bring it with you on the day of the wedding and give it to the registrar.

The registrar will check that everyone is present and update the information to reflect those present at your wedding.

**Without having a record of those who have attended your wedding we cannot proceed with the wedding.**

**Date of your wedding:** .....

**Time of your wedding:** .....

**Names of the parties being married:** .....

Please list below details of all persons who will be attending your wedding. This includes the couple being married, any guests (including any children attending), photographers and videographers.

No.	Name	Address	Telephone Number.
Groom/ Partner 1			
Bride/ Partner 2			
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Plus details of any photographers or videographers who are paid persons working at the wedding: