



ARCHDIOCESE OF SOUTHWARK

Pre-Nuptial Enquiry Form

To be used for all marriages and to be completed by the priest/deacon preparing the couple

Office use only

No preparation can take place unless both parties are 18 years old

PLEASE PRINT CLEARLY

| |
|--------|
| Parish |
|--------|

| FULL NAMES OF COUPLE | |
|----------------------|------------|
| Bride | Groom |
| First Name | First Name |
| | |
| Surname | Surname |

SECTION A

THE MARRIAGE TO BE CELEBRATED

| | |
|--|--------------------|
| Date of Wedding | Diocese of Wedding |
| Name and full address of church where the marriage is to be celebrated | |

| BEFORE THE WEDDING | |
|--|--|
| Civil Requirements | Church Requirements |
| Registrar Notified <input type="checkbox"/> | Baptism Certificate <input type="checkbox"/> Bride <input type="checkbox"/> Groom <input type="checkbox"/> |
| Registrar's Schedule Received <input type="checkbox"/> (if marriage taken place in England and Wales) | Confirmation Certificate <input type="checkbox"/> <input type="checkbox"/> |
| | Evidence of Freedom <input type="checkbox"/> <input type="checkbox"/> |
| | Marriage Preparation <input type="checkbox"/> <input type="checkbox"/> |
| Age at time of Marriage Bride <input type="text"/> Groom <input type="text"/> | |

| 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 |
|-----------------------|-------------------------|

| | |
|------------------|------------------------------|
| Present Religion | Place & Date of Confirmation |
|------------------|------------------------------|

| | |
|------------------|-------|
| Present Address | |
| Postcode | Email |
| Telephone Number | |

| | |
|----------------------------|--|
| Your parish (if Catholic)? | How long have you lived at your present 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 |
|--|----------|

| | |
|--|--|
| 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? Please present a copy of the decree | Decree No |
| Have you ever been PERPETUALLY PROFESSED as a Religious? Please present a copy of the decree | Decree No |
| Has a DECREE OF NULLITY been granted by the Church? Please present a copy of the decree | 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

GROOM

| |
|-----------|
| Full Name |
|-----------|

| | |
|-----------------------|-------------------------|
| Place & Date of Birth | Place & Date of Baptism |
|-----------------------|-------------------------|

| | |
|------------------|------------------------------|
| Present Religion | Place & Date of Confirmation |
|------------------|------------------------------|

| | |
|------------------|-------|
| Present Address | |
| Postcode | Email |
| Telephone Number | |

| | |
|----------------------------|--|
| 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? <small>If your answer is YES, please complete the following section</small> | 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.

BRIDE

GROOM

Years

How long have you known each other well?

Years

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

YES/NO

Concerning the Lifelong Nature of Marriage

Are you willing to undertake marriage as a lifelong commitment to your future spouse?

YES/NO

YES/NO

Concerning Children

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

YES/NO

Concerning Faithfulness in Marriage

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

If not, 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 Parish Priest/Parochial Administrator

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 MIXED RELIGION MARRIAGE

| |
|--|
| Permission for the above named Catholic to enter into a valid marriage with the above named baptised person for the following reasons: |
| |
| |
| Catholic party |
| Non-Catholic |
| Signature of Priest /Deacon |
| Date |
| I, the Parish Priest /Parochial Administrator hereby grant the permission for a celebration of a Mixed Marriage. |
| Signature of Parish Priest/Parochial Administrator |
| Date |

SECTION F

REQUEST FOR PERMISSION FOR A CONVALIDATION

| |
|--|
| I request a permission for a Convalidation for the following reasons |
| |
| |
| Catholic party |
| Non-Catholic |
| 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 G

REQUEST FOR A 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: |
| |
| |
| Catholic party |
| Non-Catholic party |
| Parish Priest/ Assistant/Deacon |
| Date |

SECTION H

REQUEST FOR A 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: |
| |
| |
| |
| Catholic party |
| Non-Catholic party |
| Parish Priest/ Assistant/Deacon |
| Date |

SECTION I

FOR CHANCERY OFFICE USE

| |
|---|
| 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 |
| Cancellarius/Vice Cancellarius |
| Locus SOUTHWARCENSIS |

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

STEP BY STEP GUIDE TO COMPLETING MARRIAGE PAPERWORK

ALL MARRIAGES

- **Both parties must be 18 years or above before any preparation**
- 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
- Copy of the photo page of passport
- Copy of birth certificate

CATHOLIC AND BAPTISED NON-CATHOLIC

- As all marriages + evidence of Baptism of the non-Catholic party
- Complete section **D** and **E** for the celebration of a mixed marriage
- This permission may be granted by the Parish Priest

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

- As all marriages + complete section **D** and **H** form 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

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 Chancery or Marriage Tribunal is contacted **BEFORE** any preparation takes place

TWO CATHOLICS

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

CATHOLIC AND AN UNBAPTISED PERSON

- As all marriages + complete section
- **D** and **G** for the granting of a Dispensation from the Canonical Impediment of Disparity of Worship
- To be granted by the Chancery Office

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

- As all marriages + complete section **D** and **F** 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

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

- **No preparation can take place unless both parties are 18 years old**
- 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

If in any doubt, always contact the Chancery Office
020 7928 5592
chancery@rcaos.org.uk