

When one of you is a non-European passport holder

If one of you holds a non-European passport, you need to apply for a Superintendent Registrars Certificate (SRC)

No more than 12 months before the wedding you will need to make contact by telephone with the Register Office for the area in which you live. You must have lived in the area for 7 days before you make the enquiry. The relevant office is usually the same as your county town or local London Borough.

The Register Office will require both parties to attend an interview and will advise you as to the information that you will need to provide. This is likely to include proof of identity (passport, photo driver's licence, birth certificate) and proof of residence for 7 days in the district (utility bill or some such). There is a fee of 35 pounds.

At the interview you will need to give notice of your intention to marry. This will be entered into a book which is open to public inspection and also displays a notice at the Register Office. If no impediments are shown, an SRC can be issued. The process usually takes at least 28 days. If there is any uncertainty about your immigration status that period is usually extended to 70 days while the issue is referred to the Home Office.

The SRC will then usually be issued by our own local Register Office, who will send it to the church. We will then confirm that we have received it. The wedding cannot take place if we do not have this document so it is very important. The SRC is valid for 12 months from the date of issue.