



CERTIFICATE OF APPOINTMENT OF AUTHORISED PERSON BY TRUSTEE OR GOVERNING BODY OF A REGISTERED BUILDING - Marriage Act 1949

Please read the separate guidance notes before completing this form
Please complete using capital letters

Section 1 - Registered Buildings Details

1.1 Marriage number: [grid]

1.2 Building name: [grid]

Denomination: [grid]

Address: [grid]

[grid]

Town: [grid] Postcode: [grid]

1.3 Registration district: [grid]

Section 2 - Trustee / Members of Governing Body

We, the undersigned, do hereby certify to the Registrar General and the Superintendent Registrar that the person named in Section 3 of this application is authorised by the trustees to be present at the solemnization of the following (tick one box ONLY):

- a) Marriages between a man and a woman in accordance with Section 43 of the Marriage Act 1949 [checkbox]
b) Marriages of same sex couples in accordance with Section 43B of the Marriage Act 1949 [checkbox]
c) Both marriages between a man and a woman in accordance with Section 43 of the Marriage Act 1949 and marriages of same sex couples in accordance with Section 43B of the Marriage Act 1949 [checkbox]

2.1 Please tick to confirm you have provided a strong fire-resistant safe for the storage of the registration stock: [checkbox]

2.2 Date of commencement of appointment: [grid]

2.3 Please provide the date of any forthcoming marriage which the Authorised Person named in Section 3 overleaf will be required to register: [grid]

Trustee 1 details

Name [grid]

Address: [grid]

Telephone: [grid]

Trustee 1 Signature [grid]

Trustee 2 details

Name: [grid]

Address: [grid]

Telephone: [grid]

Trustee 2 Signature [grid]

Section 3 - Authorised Persons Details

**3.1 Type of appointment (see enclosed guidance notes)
(Please tick one box ONLY):**

Responsible Additional

Title:

Surname:

Forename(s):

Address:

Town: **Postcode:**

Home telephone:

Mobile telephone:

3.2 E-mail:

@

Section 4 - to be completed by the Authorised Person

I hereby confirm to the Registrar General and to the Superintendent Registrar that I agree to be present at the solemnization of the following **(tick one box ONLY)**:

- a) **Marriages between a man and a woman in accordance with Section 43 of the Marriage Act 1949**
- b) **Marriages of same sex couples in accordance with Section 43B of the Marriage Act 1949**
- c) **Both marriages between a man and a woman in accordance with Section 43 of the Marriage Act 1949 and marriages of same sex couples in accordance with Section 43B of the Marriage Act 1949**

Signed Date.....

Section 5 - Declaration

I hereby declare that I have read the guidance notes which accompany this form and I agree to my contact details being stored and used by the Registrar General for purposes relating to my role as an Authorised Person for the registered building named in Part 1 overleaf.

Signed Date

For the purpose of detecting and preventing crime, information relating to an application may be shared and verified with other government departments or law enforcement agencies

The General Register Office: part of Her Majesty's Passport Office