



HM Passport
Office

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General Register Office

Secretaries for Marriages Newsletter

Introduction

Hello and welcome to the third edition of the Secretaries for Marriages Newsletter.

It's hard (for those of us who create this newsletter) to believe that the first edition came out in February 2012. The first issue was our way of testing the water so to speak as we tried to decide what sort of items you would want to read about and what sort of format the newsletter should take.

I am happy to report that, thanks to your feedback, these issues are much easier to write in the knowledge that many of you do find them useful.

This issue is the usual mix of items that we believe will be of interest to you including information of our, very recent, name change, updates on changes to the secure delivery service provider, a reminder about nil returns guidance on how to access current and back issues of this newsletter and also a link to items available on the Authorised Persons webpage, which we will no doubt increasingly ask you to visit in future newsletters.

We hope you enjoy the issue.

***The Training and Improvement
Team***
General Register Office

Her Majesty's Passport Office

The General Register Office (GRO) has been a part of the Identity and Passport Service (IPS) since 2008. IPS has now changed name to become Her Majesty's Passport Office. The new name is intended to make the passport service more easily recognisable to British citizens at home and abroad.

GRO will continue to be a key part of the new organisation, and will continue to administer civil registration in England and Wales. You will see the new logo at the head of these newsletters, and on our other documents, but otherwise you will not notice any difference to your contact with us (our email addresses will change in due course but we will advise on that at the time).



Nil Returns

When sending in a nil return – required when there have been no marriages in your registered building during the previous quarter - please could you make sure that you write your building number or source code on the Nil returns form (Form 33).

Due to the large numbers of instances where this information is missing, it has become quite a resource intensive process that our keying team have to undergo to enable them to process these returns.



Marriage (Same Sex Couples) Bill

In December 2012 the government published its response to the consultation on equal civil marriage. Following that response, the government has now introduced legislation –the Marriage (Same Sex Couples) Bill, which was published on 25 January. The Bill has had its second reading debate on the 5th February. Full details of the Bill can be found on the Parliament website at:

<http://services.parliament.uk/bills/2012-13/marriagesamesexcouplesbill/documents.html>

DX IPS Secure Delivery Provider

Please note that the company DX has replaced Parcel Force as our secure delivery provider. Hopefully the service transition appeared seamless to you. Couriers are uniformed and provide an identity card. They will continue to ask for a receipt signature. In the event of an inability to deliver the parcel a card will be left with the details to organise a redelivery provided it is to the same address. You are therefore reminded when requesting replacement supplies to ensure that the address is one where a responsible person will be available to sign for it. An example of the card that will be left is shown below.

Accessing this Newsletter

You can now access current, and back issues, of this newsletter on the GOV.UK website by typing in the following web address -


<https://www.gov.uk/marriage-registration-guidance-for-authorized-persons>

This page also contains a number of useful links including Guide for Secretaries for marriages. While this page is continuing to evolve it is hoped that it will become a valuable source of information for you and will be the first place you visit when looking for what forms to use or for general guidance.

DX **secure**
VALUED DELIVERIES

DX 010 674 090 GB

Date:



Name:

House/Flat No:

We have an important delivery for you

We have left your item for you to collect from:

Your neighbour at:

A safe place:

The reason we could not leave it:

A signature was required:

No suitable location:

Arrange a delivery (courier to tick)

You can arrange a delivery by visiting our website.

www.thedx.co.uk/delivery



- Please quote the Tracking Number overleaf.
- Book by 6pm to arrange next working day delivery.
- Track your item at www.thedx.co.uk/tracking
- Telephone our automated delivery system on 0844 371 0000 - You will need the tracking number.

Time and date:

0844 371 0000 Maximum charge 5p per minute when calling from a BT landline, other networks and mobiles may vary. Your call may be recorded for training purposes.

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