

APPENDIX B
MARRIAGE BY BANNS OR COMMON LICENCE - SPECIFIED EVIDENCE

Both parties to the marriage must provide ‘specified evidence’ that they are UK/Irish citizens, or other nationals resident in England or Wales who have Settled or Pre-Settled Status under the EU Settlement Scheme, when applying for a Common Licence, or when applying for the publication of banns.

The ‘specified evidence’ is a requirement of the Immigration Act 2014.
The types of ‘specified evidence’ are set out in The Registration of Marriages Regulations 2015 (as amended).

SPECIFIED EVIDENCE means:

(1) Valid (current) UK / Irish Passport; OR

(2) Valid (current) Passport AND proof of residence in England/Wales AND proof of Settled/Pre-Settled Status under EU Settlement Scheme

If each party can produce one of the above, this is all that is required. If not, see 3-5.

(3) Certificate of Registration/Certificate of Naturalisation as a British Citizen from the Secretary of State AND one of the documents in section 6 below (to establish current use of name and place of residence); OR

(4) IF BORN BEFORE 01/01/1983:

a. a UK birth certificate

AND

b. one of the documents in section 6 below; **OR**

(5) IF BORN BETWEEN 01/01/1983 and 30/06/2006:

a. a full UK birth certificate (i.e. a birth certificate that shows parents’ full names)

AND

b. proof that one parent was a British National or proof that they had indefinite leave to remain in the UK at the time of the person's birth (e.g. *British passport which was valid at the time of the birth or parent’s UK birth certificate from before 01/01/1983. If in doubt please contact Diocesan Registry for advice.*)

AND

c. [if relying on the father as the British National] the parents’ marriage certificate

AND

d. one of the documents in section 6 (to establish current use of name).

(6) PROOF OF CURRENT USE OF NAME AND PLACE OF RESIDENCE (see sections 4-6 above).

- a. Utility bill (from last 3 months)
- b. Bank or Building Society statement (from last 1 month)
- c. Council Tax bill (from last 12 months)
- d. Mortgage Statement (from last 12 months)
- e. Current Residential Tenancy Agreement; or
- f. Valid full UK Driving Licence or provisional Driving Licence.

(7) CHANGE OF NAME (where relevant)

If a party to the marriage has changed their name from that shown on any of the above documentation, he or she must also provide evidence of the change (e.g. deed poll, previous marriage certificate, decree absolute).

Different identity requirements apply for those born on or after 1 July 2006, but this will not become relevant for marriages until 2022.

SPECIFIED EVIDENCE CHECKLIST

	<i>Groom</i>	<i>Bride</i>
1 – Valid UK/Irish Passport		
2 – Valid Passport AND Proof of Residence AND Proof of Settled/Pre-Settled Status		
3 - Certificate of Registration/ Certificate of Naturalisation as a British Citizen		
4 – UK Birth Certificate (before 01/01/1983)		
5a – UK Birth Certificate (on or after 01/01/1983)		
5b – Proof that parent was UK national at time of the birth		
[5c – Parents’ marriage certificate, if applicable]		
4/ 5 / 6 – Proof of current use of name and place of residence		
7 - Evidence of change of name (if applicable)		

DECLARATION

I have seen the **original** documents listed above (and copies are attached) and am therefore satisfied that both Bride and Groom are Relevant Nationals for the purpose of the Marriage Act 1949 as amended by the Immigration Act 2014.

Name and signature
Officiating Minister

DATE:

DATA PROTECTION ACT REQUIREMENTS

Parishes should ensure that they comply with the requirements of the Data Protection Act 2018.

The Church of England Records Centre recommends that records relating to applications for banns and marriage services should be kept for a period of 2 years and then destroyed. It is recommended that copies of this form and its attachments should similarly be retained for a period of 2 years.