

Shropshire Registration & Celebratory Service Fees 2019-2022

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Certificate Fees and Services

Copy Certificate	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022
Birth, Death, Marriage, Civil Partnership (please note that these fees are set by central government and are subject to change)	£11.00	£11.00	£11.00

In addition to the £11.00 charge per certificate, please choose from one of the following services.

Service	Cost	Production Time	Postage Type	Delivery Time
On the day of registration or pre ordered marriage and civil partnership certificates	No additional cost	-	-	-
Bronze Service -	£1.00	Within 5 working days	Royal Mail 1st Class	2-3 working days No liability accepted by Shropshire Registration Service for non-delivered items.
Silver Service -	£5.50 (for up to 4 certificates)	Within 5 working days	Royal Mail 1 st class recorded mail	2-3 working days, (Signature required on delivery)
Gold Service Collection – If ordered by 12:00 noon	£24.00	Same working day	Collection from: Shropshire Community Hub 1a, Castle Gates Shrewsbury SY1 2AQ	Same day. Collection between 2pm and 3pm (Signature required on collection)
Gold Service Collection If ordered after 12:00 noon	£24.00	Next working day	Collection from: Shropshire Community Hub 1a, Castle Gates Shrewsbury SY1 2AQ	Next day. Collection between 2pm and 3pm Signature required on collection)
Gold Service Delivery- If ordered by 12:00 noon	£24.00	Same working day	Royal Mail Special Delivery –	Next day by 1pm (Signature required on delivery)
Gold Service Delivery – If ordered after 12:00 noon	£24.00	Next working day	Royal Mail Special Delivery	2 Working days (Signature required on delivery)

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Giving Notice of Marriage or Civil Partnership

(*please note that these fees are set by central government and are subject to change)

Service	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022
Notice of Marriage	£35.00 per person*	£35.00 per person *	£35.00 per person*
Referral to the Home Office for those couples' subject to immigration control	£24.00 per person*	£24.00 per person*	£24.00 per person*
Evening appointment to give notice of marriage or civil partnership – available on Wednesdays between 4pm and 7pm.	£20.00 not refundable in the event of cancellation or no show	£20.00 not refundable in the event of cancellation or no show	£20.00 not refundable in the event of cancellation or no show

Ceremony Booking Fees and Deposits and Amendments

Shropshire Registration service accept bookings for ceremonies up to 2 years in advance.

Service	Refundable	Deductible from the cost of your ceremony
To book a registrar up to 12 months before the date of your ceremony:	£46.00	No
To book a registrar more than 12 months but less than 2 years in advance of the date of your ceremony.	£60.00	No
To change the date or time of your ceremony**	£25.00	No
Completion of a PD2 form (allows for passport name change prior to marriage)	£10.00 (postal service only)	No

**Please note that if you change the venue of your ceremony after giving notice you will have to give notice again.

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Ceremony Fees for a Marriage or Civil Partnership Ceremony in a Registrars Office.

This type of ceremony provides the cheapest possible way in which to be legally married and takes place in a working registrars office with the couple and 2 witnesses only (this precludes the attendance of children/photographers)

(please note that these fees are set by central government and are subject to change)

Registrars Office in:	Available only on:	01.04.2019 to 31.03.2020	01.04.2021 to 31.03.2022
Bridgnorth Library	Wednesdays 11:30am	£46.00 not including marriage or civil partnership certificate	£46.00 not including marriage or civil partnership certificate
Ludlow Library	Wednesdays 11:30am	£46.00 not including marriage or civil partnership certificate	£46.00 not including marriage or civil partnership certificate
Oswestry Library	Tuesdays 11:30am	£46.00 not including marriage or civil partnership certificate	£46.00 not including marriage or civil partnership certificate
Shirehall Shrewsbury	Wednesdays 11:30am	£46.00 not including marriage or civil partnership certificate	£46.00 not including marriage or civil partnership certificate
Whitchurch Library	Tuesdays 11:30 am	£46.00 not including a marriage or civil partnership certificate	£46.00 not including marriage or civil partnership certificate

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Ceremony Fees for a Marriage or Civil Partnership Ceremony in a Shropshire Council Ceremony Room.

Shirehall, Shrewsbury

Prices do not include a marriage or civil partnership certificate.

Room	Room Capacity	Time allowed	01.04.2019 to 31.03.2020	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022	01.04.2021 to 31.03.2022
			Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays
The Paul Ainscough Room	32 *	1 hour	£266.00	£316.00	£266.00	£316.00	£266.00	£316.00

*Room Capacity includes 2 registrars and the couple.

Ludlow Library

Prices do not include a marriage or civil partnership certificate.

Room	Room Capacity	Time allowed	01.04.2019 to 31.03.2020	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022	01.04.2021 to 31.03.2022
			Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays
The Education Room (upper floor)	35 *	1 hour	£266.00	£316.00	£266.00	£316.00	£266.00	£316.00
The Lower Gallery	20*	1 hour	£266.00	£316.00	£266.00	£316.00	£266.00	£316.00

*Room Capacity includes 2 registrars and the couple.

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Castle View, Oswestry

Prices do not include a marriage or civil partnership certificate.

Room	Room Capacity	Time allowed	01.04.2019 to 31.03.2020	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022	01.04.2021 to 31.03.2022
			Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays
The Ceremony Room	50*	1 hour	£266.00	£316.00	£266.00	£316.00	£266.00	£316.00

- Room Capacity includes 2 registrars and the couple.

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Ceremony Fees for a Marriage or Civil Partnership Ceremony at an Approved Venue in Shropshire

Prices do not include a marriage or civil partnership certificate.

01.04.2019 to 31.03.2020	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022	01.04.2021 to 31.03.2022
Monday to Friday	Saturdays, Sundays and Bank Holidays	Monday to Friday	Saturday, Sundays and Bank Holidays	Monday to Friday	Saturdays, Sundays and Bank Holidays
£421.00	£471.00	£421.00	£471.00	£421.00	£471.00

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Fees for Civil Naming Ceremonies, Renewal of Vows Ceremonies, Commitment Ceremonies, Conversion of Civil Partnership to Marriage Ceremonies

Inclusive of VAT.

01.04.2019 to 31.03.2020	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022	01.04.2021 to 31.03.2022
Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays	Monday to Saturday	Sundays and Bank Holidays
£270.00	£320.00	£270.00	£320.00	£270.00	£320.00

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Fees for Civil Funerals

01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022
£190.00	£190.00	£190.00

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Other services

Service	Notes	01.04.2019 to 31.03.2020	01.04.2020 to 31.03.2021	01.04.2021 to 31.03.2022
Commemorative Certificates Special Birthdays, Anniversaries,		£6.00 each + £1.00 for laminated certificates	£6.00 each + £1.00 for laminated certificates	£6.00 each + £1.00 for laminated certificates
New Baby, Big Sister, Big Brother etc.		£4.50 each + £1.00 for laminated certificates	£4.50 each + £1.00 for laminated certificates	£4.50 each + £1.00 for laminated certificates
Completion of a PD2 form (allows for passport name change prior to marriage)	Postal Service only	£10.00	£10.00	£10.00

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01.04.2019 to 31.03.2020				
	3 Year Licence	5 Year Licence	7 Year Licence	10 Year Licence
First time and renewal applications. Including 2 rooms	£1700.00	£2550.00	£3400.00	£4600.00
Addition of extra rooms	£250.00 per additional room up to an additional 3 rooms (5 in total).	£350.00 per additional room up to an additional 3 rooms (5 in total).	£450.00 per additional room up to an additional 3 rooms (5 in total).	£600.00 per additional room up to an additional 3 rooms (5 in total).
Appeal against refusal to issue a licence or revocation of licence	£1300.00	£1300.00	£1300.00	£1300.00

01.04.2020 to 31.03.2021				
	3 Year Licence	5 Year Licence	7 Year Licence	10 Year Licence
First time and renewal applications. Including 2 rooms	£1700.00	£2550.00	£3400.00	£4600.00
Addition of extra rooms	£250.00 per additional room up to an additional 3 rooms (5 in total).	£350.00 per additional room up to an additional 3 rooms (5 in total).	£450.00 per additional room up to an additional 3 rooms (5 in total).	£600.00 per additional room up to an additional 3 rooms (5 in total).
Appeal against refusal to issue a licence or revocation of licence	£1300.00	£1300.00	£1300.00	£1300.00

01.04.2021 to 31.03.2022				
	3 Year Licence	5 Year Licence	7 Year Licence	10 Year Licence
First time and renewal applications. Including 2 rooms	£1700.00	£2550.00	£3400.00	£4600.00
Addition of extra rooms	£250.00 per additional room up to an additional 3 rooms (5 in total).	£350.00 per additional room up to an additional 3 rooms (5 in total).	£450.00 per additional room up to an additional 3 rooms (5 in total).	£600.00 per additional room up to an additional 3 rooms (5 in total).
Appeal against refusal to issue a licence or revocation of licence	£1300.00	£1300.00	£1300.00	£1300.00

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How do I work out how much I will have to pay to the Registrars:

Example 1 Getting Married in a Registrars Office in 2019 – ceremony booked 6 months in advance of the date, with one marriage certificate:

Deposit/Booking Fee	Cost of Ceremony	Notice of Marriage	Certificate Cost	Deductions	Total Cost
£46.00	£46.00	£70.00	£11.00	- £46.00 (deposit is deducted from cost of ceremony)	£127.00

Example 2 Getting Married in an Approved Venue on a Saturday in 2020 – Ceremony booked 18 months in advance of the date, with 2 marriage certificates

Deposit/Booking Fee	Cost of Ceremony	Notice of Marriage	Certificate Cost	Deductions	Total Cost
£60.00	£471.00	£70.00	£22.00 (£11.00 x 2)	None	£623.00

Example 3 Getting Married in a Shropshire Council Ceremony Room on a Friday in 2019 – Ceremony booked 11 months before the date, one or both parties to the marriage are subject to immigration control and their notices have to be referred to the home office, one marriage certificate required.

Deposit/Booking Fee	Cost of Ceremony	Notice of Marriage	Certificate Cost	Deductions	Total Cost
£46.00	£266.00	£70.00 £24.00 (referral to the home office)	£11.00	-£46.00 (deposit is deducted from cost of ceremony)	£371.00