



DARLINGTON
Borough Council

A GUIDE TO GETTING MARRIED IN DARLINGTON



Organising a wedding can be a daunting and challenging process with many decisions and tasks along the way. The following information will help you along your journey to your wedding day; however, should you need any further advice or support you can contact the register office at any time.

1. Choosing the venue

You can choose from one of the following three locations for your wedding:

Darlington Register Office

The register office is still the most popular place to be married. Based in the Town Hall, the register office has three sizes of marriages to choose from, accommodating up to 50 guests.

Hotels and approved venues

You cannot have a religious marriage in a venue licensed for civil marriages.

The following venues currently hold a licence for marriages and civil partnerships:

- Bannatyne Hotel, Southend Avenue
- Blackwell Grange Hotel, Grange Road
- Hall Garth Golf and Country Club Hotel, Coatham Mundeville
- Head of Steam, Darlington Railway Museum
- Hippodrome Theatre, Parkgate
- Kings Hotel, Priestgate
- Redworth Hall Hotel, Redworth
- Rockliffe Hall Hotel, Hurworth
- Walworth Castle Hotel, Walworth

Religious marriages

Church of England

You should contact your local parish church directly. You will obtain the permission to be married directly from the church by “giving banns” and you do not need to visit the register office. The church will advise you regarding this process.

The only exception is where one, or both, of the couple being married is not a British Citizen. In this scenario you should contact your register office and arrange to give your Notices of Marriage.

All other religious marriages

For marriages in a Catholic, Methodist or other religious denomination, permission to be married is obtained by “giving notice of marriage”. Please liaise with your church regarding dates before contacting the register office.

See the section entitled, ‘The legal paperwork’.

2. Making a booking for a Civil Marriage

To book a wedding at the register office or one of our hotels/approved venues:

- Please visit www.darlington.gov.uk/registeroffice and complete our online wedding enquiry form to check availability of your chosen venue and date. We will do our best to offer you your preferred date and time. If it isn't available, then we will give you some alternatives.

- If you are getting married at an approved venue, you should enquire with them if they are available on your preferred date and time before you contact us.
- We will provisionally hold your date and time for one calendar month, allowing you to confirm details with other suppliers.
- Before the provisional booking expires you must complete a booking form and pay the full fee for the registrars to attend the ceremony. You will be provided with a confirmation of booking and given advice of where and when to give notice of marriage.

3. The legal paperwork

All couples must complete legal paperwork before they can be legally married. For all civil ceremonies (register office and approved venues) and all non-Church of England religious ceremonies you must both give your Notice of Marriage.

- You must attend your local register office to do this.
- You will be required to show certain documents to prove your identity and that you are able to marry. There is a fee of £35.00 per Notice of Marriage.
- A Notice of marriage can be given up to a year in advance of the ceremony, but at least 29 days prior to the date of the ceremony.
- Your marriage must take place within 12 months of giving Notice of Marriage. The ceremony venue cannot be changed once a Notice of Marriage is given.

Without a valid notice of marriage, you cannot be married. It is your responsibility to make the appointment and ensure it is valid for the date and venue of the marriage.

4. The ceremony

Each civil ceremony is different and there are many options to choose from to make your marriage ceremony personal and individual to your needs.

We provide a ceremony guide to help you make decision regarding the ceremony content. You choose your vows alongside personal elements to the ceremony such as readings and candle ceremonies.

The register office staff aim to attend all Wedding Open Evenings at approved venues. You can meet us at one of these events and see the venue set up in “wedding mode”. We can answer any questions you may have regarding your wedding ceremony.

You will be given a questionnaire to complete to allow you to inform us of all your ceremony choices, who will be involved in the ceremony and what music you would prefer.

5. Additional Information

If any of the following applies to you then you should contact the register office for advice to ensure that you understand the relevant process:

- One, or both parties, to be married is not a British, or Irish, citizen.
- You were divorced outside of England and Wales.
- One, or both of the parties, to be married will be under the age of 18 on the day of the marriage.

The Register Office
The Town Hall
Darlington
DL1 5QT

Tel: 01325 406 400

Email: registeroffice@darlington.gov.uk



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