

Marriage Celebrant's Kit

This document is provided to CRC Ministers to:

- Outline the Marriage Rites of CRC Churches International;
- Give examples of the format of a wedding service;
- Explain the process for completing forms relating to a wedding; and
- Detail the competencies required for a CRC Minister to become a Marriage Celebrant.

This kits contains:

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The Legal Requirements

Guidelines for completing the paperwork for a wedding

Regulations relating to Marriage Celebrants

The regulation of marriage celebrants in Australia is administered by the Civil Justice Division of the Attorney-General's Department. The Marriage Celebrants Section administers the Marriage Act 1961. Copies of the Marriage Act can be downloaded from the Attorney General's web site: <http://www.ag.gov.au/celebrants>.



Ministers of religion are authorised as marriage celebrants under Part IV, Division 1, Sub Division A of the act and are required to be “trained” by their denomination to fulfil the legal requirements associated with the preparation and performance of a wedding. Civil celebrants, and ministers of religion of denominations who are not approved under the marriage act, obtain their authority as celebrants under Sub Division C of the act and are required to undergo formal training on a regular basis to maintain their eligibility as a marriage celebrant.

Registration as Marriage Celebrant within the CRC

To officiate at a wedding a CRC Minister must be an authorised marriage celebrant. The CRC State Secretary in each state advises the Attorney of General of ministers eligible to be marriage celebrants and maintains a register of authorised marriage celebrants. A marriage celebrant's number is issued by the Attorney General's Department. A celebrant is authorised to conduct weddings anywhere in Australia however Births/Deaths/Marriages prefer ministers to officiate at marriages in the state in which they are registered. Celebrants are issued with a unique celebrant's number which is prefixed by the letter designating the state in which they can operate (eg. V 123 for Victoria, S 122 for South Australia etc).

Other “Powers” of Marriage Celebrants

In some states a Marriage Celebrant is authorised to witness the signature of a person on various documents. Care should be taken when acting in this role as some documents place heavy responsibility on the witness. It may be necessary to not only verify the signature, but also ‘test’ the competency of the person granting the power and whether or not they are granting it of their own free. If in doubt you should check with the Attorney General's department in your state.

Conducting Weddings in “another” state

While ministers are able to officiate at marriages Australia wide Births/Deaths/Marriages prefer ministers to officiate at weddings in the state in which they are registered. Weddings performed in “another state” must conform to the Rites of the CRC Churches International.

On moving from one State to another, ministers must liaise with the respective State Secretaries to ensure that their celebrants licence is transferred.

Marriage Forms and Documentation

In September 2005 a new Marriage Certificate was introduced. The new form was introduced to improve the security and reliability of the form 15 “Marriage Certificate”. Marriage Certificates are often used for legal purposes to prove a persons identity and marriage status however up until this time there has not been any process in place to ensure the marriage certificate itself is genuine and secure. The new form 15 has security features incorporated in the printing stage, each certificate will have a unique number, forms are only available from one supplier and a register will be maintained for the use of the forms.

Marriage celebrants will need to obtain a supply of all the appropriate forms from Attorney General's Department. Copies of some of these forms can be downloaded from the Attorney General's website www.ag.gov.au/celebrants or by ringing the authorised supplier ‘Canprint Communications’, on its toll-free number: 1300 656 863.

Attorney General's Marriage Celebrant's Kit

A marriage celebrant's kit containing all the forms for a wedding can be ordered and paid for by credit card. A celebrant's number is required when ordering this kit. The kit includes:

- Notice of Intention of Marriage forms (**NIM**).
(form 13)



Commonwealth of Australia

NOTICE OF INTENDED MARRIAGE

FORM 13 – (regulation 38)

Marriage Act 1961

**Please read all NOTES following on page 2,
and complete this form in TYPE or by using BLOCK LETTERS**

02AG736

- A book of official and numbered foolscap sized marriage certificates that are filled out by the minister, signed by the couple front and back and sent to Births/Deaths/Marriages (BDM) with the NIM by post. These official certificates will be referred to as **OMC's** in this document. (form 14)

COMMONWEALTH OF AUSTRALIA

Marriage Act 1961

**Form 14 DECLARATIONS
(Regulations 39 and 46)**

I
[Full name, address and occupation of person making the declaration]

declare that—

1. I am a
[State details of conjugal status - for example, 'person who has never been validly married', 'widower', 'widow' or 'divorced person']

2. I believe there is no legal impediment to my marriage with
[Name, address and occupation of the other party to the proposed marriage]

in particular:

(a) neither of us is married to another person; and
(b) neither of us is in a prohibited relationship; and
(c) both of us are of marriageable age; and
(d) there is no other circumstance that would be a legal impediment to the marriage.

3. I am of marriageable age because:
*(a) I am 18 years or older; or
*(b) I have not yet turned 18 years, being born on However, I applied for an order under section 12 of
[Date of birth of person making the declaration]
the Act, and the at made that order on
[Name of court] [Location of court] [Date of order]

I make this declaration under the *Marriage Act 1961*. I believe the statements in this declaration are true in every detail. I am aware that it is an offence under the *Marriage Act 1961* to give a notice to an authorized celebrant knowing that it contains a false statement or an error or is defective. I am also aware that the Act creates offences in relation to bigamy, and in relation to marriage of a person who is not of marriageable age.

.....
[Signature of person making the declaration]

Declared at ON
[Place where declaration made] [Date of declaration]

Before me
[Signature of authorized celebrant before whom declaration is made] [Name of authorized celebrant]

.....
[Title of authorized celebrant (for example, 'Approved Minister of Religion' or 'Registrar of Marriages' or other description of qualification to solemnize marriages)]

I
[Full name, address and occupation of person making the declaration]

declare that—

1. I am a
[State details of conjugal status - for example, 'person who has never been validly married', 'widower', 'widow' or 'divorced person']

2. I believe there is no legal impediment to my marriage with
[Name, address and occupation of the other party to the proposed marriage]

in particular:

(a) neither of us is married to another person; and
(b) neither of us is in a prohibited relationship; and
(c) both of us are of marriageable age; and
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.....
[Signature of person making the declaration]

Declared at ON
[Place where declaration made] [Date of declaration]

Before me
[Signature of authorized celebrant before whom declaration is made] [Name of authorized celebrant]

.....
[Title of authorized celebrant (for example, 'Approved Minister of Religion' or 'Registrar of Marriages' or other description of qualification to solemnize marriages)]

- A pack of numbered A4 marriage certificates that are signed on the wedding day and retained by the couple. This will be referred to as the **MC**.

I, _____
having authority under the *Marriage Act 1961* to solemnise marriages, hereby certify that I have this day at _____

duly solemnised marriage in accordance with the provisions of that Act and according to
the rites of _____
between _____
and _____
in the presence of the undersigned witnesses.

Dated this _____ day of _____ in the year _____

Signatures of Parties to the Marriage
BRIDEGROOM BRIDE
Signatures of Witnesses to the Marriage
WITNESS WITNESS

- A number of A4 envelopes that the MC can be put in, when given to the couple after the wedding.
- Several copies of the little A5 booklets entitled “Staying Married” one of which needs to be given to the couple when they fill out their NIM.

The Marriage Certificate

From 1 September 2005 a new Form 15 marriage certificate is the only certificate that can be given to a couple at their marriage. Marriage celebrants prepare three certificates for each marriage solemnised. They are:

1. The certificate that will be forwarded to the Registry of Births, Deaths and Marriages for the registration of the marriage; (OMC)
2. The certificate given to the couple as their official record of the marriage - the Form 15 certificate; (MC)
3. The certificate retained by the marriage celebrant for their records. (MR)

From 1 September, marriage celebrants must record the number of each certificate issued and the details of the ceremony on the "Record of Use" form supplied with each pack. The Record of Use form can also be downloaded from The Attorney General's web site.

The Record of Use form must be retained by the marriage celebrant for a minimum of 6 years.

Old Form 15 marriage certificates, that is, the pre-1 September 2005 version, can not be issued. The Attorney General has also put together some information to be given to couples being married to inform them about the new marriage certificate. A copy of this information is at Annex A to this document.

Marriage Register

- Each church will normally maintain at least one Marriage Register. This is a large red book (MR) which contains details of all weddings carried out in a local church. This book needs to be kept in a secure place.

COMMONWEALTH OF AUSTRALIA

Marriage Act 1961

CERTIFICATE OF MARRIAGE

Marriage was solemnized between the parties particulars of whom are given below

On the day of, 19.....

At
Church or other place Suburb and city or town State or Territory

According to

	Bridegroom	Bride
1. Surname		
2. Given names		
3. Usual occupation		
4. Usual place of residence		
5. Conjugal status		
6. Birthplace		
7. Date of birth		
8. Father's name in full		
9. Mother's maiden name in full		

Signature }
of parties } BRIDEGROOM BRIDE

Witnesses to the marriage:
Full names
Signatures

I,

hereby certify that, on the date and at the place specified above, I duly solemnized marriage in accordance with the provisions of the *Marriage Act 1961* between the parties specified above.

DATED this day of, 19.....

..... No.....
Signature of Celebrant

- If a wedding is being conducted in a garden setting this book should be filled out with the location of the wedding as Suburb and State.
- The location can be a prominent or well known name such as Veale Gardens or Partridge House, however the suburb and State must be included. Where a wedding is conducted in another church the Marriage Act (Act) says the Marriage Register of that church is to be used. It is advisable to ring the minister of that church to ensure the MR is available on the day of the wedding. Information will need to be transferred from the NIM to the church's MR.

Notice of intention of marriage- NIM

- The Notice of Intention of Marriage (NIM) must be signed by both people being married 31 days before the wedding, Therefore a wedding on May 5th must have the NIM signed by both people before April 4th. For a wedding on Sept 1st it must be signed by July 31st. The easy way to calculate the date is to subtract 1 month and 1 day from the proposed wedding date.
- The NIM can be filled out separately ie. both people do not have to be present at the same time. A JP, lawyer, bank manager or police officer can view and fill out one or both person's details from their birth certificate and sign the NIM where for some reason a person is not available to complete the information in time.
- Both people getting married must provide **the original of their full birth certificate** (with parents names) **and a copy of their decree nisi if they are divorced, or a copy of the death certificate if they are widowed.** The bride fills out all details in her maiden or previous name. On the wedding day she signs in her old name, not her future name, on all paperwork.
- All details on the birth certificate are to be copied to the NIM and the registration number recorded on the back of the NIM.
- Ensure the couple have plenty of time to find their birth certificates, decree nisi or death certificate or direct them to Births/Deaths/Marriages (BDM) in the nearest capital city.
- For divorcees the date of the Decree absolute should be on the bottom of the notice of decree nisi. So the date of the letter up the top is when the divorce is proposed to end (Nisi) and the date on the bottom is when the divorce becomes official or absolute (usually 31 days later). Note on the back of the NIM the office where the Decree was issued.
- Each person needs to check all details from the Birth Certificate and the date and time of the wedding, then witness their signature and ministers as the registered minister of religion. The rites should be recorded as "according to the rites of the CRC Churches International". Any non-applicable areas such as permission for under-age people to marry and passport details (where a Birth Certificate is used) should be crossed out.
- If the period of notice is shorter than the 31 days required, the minister must liaise with Births/Deaths/Marriages and provide proof that the wedding was proposed at least 31 days before the wedding date. This needs to be supported by documentary evidence such as receipts from caterers, function centre, wedding cake makers, stationery companies, or hire car people which prove the proposed wedding was planned at least 31 days prior.

One Week Before the Wedding

- The declaration on the back of the Official Certificate of marriage (that gets sent to Births/Deaths/Marriages (OMC)) needs to be signed and witnessed by the officiating minister. In the old days the minister would announce in the service "If anyone knows any reason why these two people should not marry, let them now speak or forever hold their peace". This is now superseded by the signing of this declaration. The person must write their name, address, and occupation and on the next line be identified as either a person who has never been validly married, a widow, a widower or a divorced person.

- This declaration can be made 1 week before the wedding or up to 5 minutes before the vows. It is an offence to sign this declaration after the vows when the other papers are signed.

The Wedding Service

- Remember to bring
 - The Big Red Marriage Register,
 - The NIM,
 - The OMC that has had the declaration already signed on the back,
 - The MC that will be given to the couple (with an envelope),
 - 2 black biro's (not valid if signed in pencil),
 - A stamped envelope to send to Births/Deaths/Marriages.
- Organise for a table and chair for the signatures. Usually it is the bride who signs the 3 documents first (MR, OMC, MC) in her maiden or previous surname (she can remain seated). Followed by the Groom, 1st witness (must be over 18), the second witness (must be over 18), and the minister.
- Remember - 3 documents and 5 people who sign (Bride, Groom, witness 1, witness 2, and the minister. In all, 15 signatures.
- The MR and the OMC must list the witness's full name in block letters and then their signature. However the MC only needs the witness's signature.

After the Wedding

- Post off to Births/Deaths/Marriages the following documents that have been signed:
 - The OMC that will be registered with the Births/Deaths/Marriages; and
 - The NIM that is the legal proof that all was intended 31 days prior.
- These documents must be received by Births/Deaths/Marriages within 14 days of the wedding. It is good a practice to do this as soon as possible.
- Don't forget to note the wedding details on the spine of OMC's.

For Further information:

Pastor Philip Brice at the Christian Family Centre has helped to prepare this information and is willing to assist anyone with questions about the above information. He can be contacted by email at philipb@cfc.asn.au or by phone on 08 8356 6999

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Marriage Rites of CRC Churches International – Australia Inc

***Endorsed by the CRC National Executive
in September 2006***

CRC Churches International Marriage Rites:

“The CRC Churches International understands that the Biblical model of a marriage relationship is to have one lifelong monogamous legally performed marriage between a man and a woman, in which there is constant love, continual care, mutual respect, Godly order, submission and sexual intimacy. In such a context children may be born and raised in an atmosphere of loving care, training and discipline”

CRC Ministry Guidelines - 1.1.6.

Therefore a CRC wedding ceremony is to express this Biblical Christian model of marriage and should include specific prayers for the bridal couple to be enabled by God's grace to live according to this model.

The wedding vows will express before God a life time commitment to each other and may include the giving and receiving of rings to the bride and groom. This will be concluded with a declaration by the minister that the couple are now under God husband and wife.

The following examples of vows express the above requirements and are typical of those normally used.

Example 1:

*Sample Wedding Service provided by Pastor Barry and Vanessa
Chant updated February 2006*

WEDDING SERVICE

The minister welcomes the congregation and invites them to share in the service as much as possible. He then says—

DECLARATION OF PURPOSE

MINISTER

We are gathered here in the sight of God and in the presence of this congregation to join together this man N1 and this woman N2 in holy marriage.

Marriage, the Scripture says, is to be held in honour among all. It was instituted by God Himself, in the beginning, in Eden.

It was taken by the apostle Paul as the supreme illustration of the mystical union that is between Christ and His Church.

It was at a wedding that The Lord Jesus performed the first of His miraculous signs and thus revealed his glory.

Marriage was ordained—

For mutual companionship, friendship and comfort, that each should help the other in a way none else can do

For mutual pleasure and joy, that each should find in the other unique delight and enduring contentment

For the procreation of children and the establishment of a family in which they might be brought up in the nurture and instruction of the Lord

That through commitment and dedication to one another each should understand the true strength and resilience of love

Therefore, it should not be entered into unadvisedly or lightly but prayerfully, reverently, discreetly and with careful thought, duly considering the purpose for which it was ordained by God. Into this holy relationship, these two persons N1 and N2 come now to be joined.

Note: The preceding statement is a brief summary of the essential teaching of the following Scripture passages: Genesis 1:26-28; 2:18-24; Psalm 127:1-5; Proverbs 5:18, 19; Matthew 19:3-12; John 2:1-11; 1 Corinthians 13:1-3; Ephesians 5:21-33. Ministers may prefer to express these thoughts in their own words.

PRAYER

WORSHIP IN SONG

Appropriate songs or hymns may now be sung as an act of worship to the Lord.

SCRIPTURE READING

An appropriate passage may be read here such as Genesis 2:18-24; Psalm 45:10-17; Song 2:1-17; Hosea 2:16-23; 1 Corinthians 13:1-13; Ephesians 5:21-33

MESSAGE

The minister's address here should focus on the biblical teaching about marriage together with practical application to both the couple and the people.

WORSHIP IN SONG OR ITEM

EXCHANGE OF VOWS

MINISTER

(asks the parents to stand)

Do you give your blessing to this union this day?

PARENTS

(standing)

We do

MINISTER

(to the congregation)

Will you support N1 and N2 in their commitment to each other and their lives together?

CONGREGATION

We will

MINISTER

(to the couple)

Do you believe that you have been called by God to join one another in this covenant of marriage, that your coming together is both an expression of His will and a fulfillment of His purpose and that together you can serve Him and please Him better than you could do alone?

BRIDEGROOM AND BRIDE

We do

MINISTER

(to the bridegroom)

The Bible says, 'For this reason a man shall leave his father and mother and be joined to his wife and the two shall become one.'

Will you N1 have this woman N2 to be your wife
To live together by God's command
In the holy state of marriage;
Will you love her, comfort her,
Honour, serve and protect her,
Worship and pray with her,
In sickness and in health,
And forsaking all others keep only to her
So long as you both shall live?

BRIDEGROOM

I will

MINISTER

(to the bride)

Will you N2 have this man N1 to be your husband
To live together by God's command
In the holy state of marriage;
Will you submit to him and serve him,
Honour, love and comfort him,
Worship and pray with him,
In sickness and in health,
And forsaking all others keep only to him
So long as you both shall live?

BRIDE

I will

The bride and groom now join hands.

BRIDEGROOM

I N1 take you N2
According to God's holy Word
To be my wife;
To have and to hold
From this day forward
And to share my faith in Christ with you,
For better for worse,
For richer for poorer,
In sickness and in health,
To love and to cherish,
Until we are parted by death.
Before God, I pledge you my faithfulness.

BRIDE

I N2 take you N1
According to God's holy Word
To be my husband;
To have and to hold
From this day forward
And to share my faith in Christ with you,
For better for worse,
For richer for poorer,
In sickness and in health,
To love and to cherish,
Until we are parted by death.
Before God, I pledge you my faithfulness.

MINISTER

As the husband is head of the wife
And as he imparts to her his name,
Receiving her into his care and providence,
N1 will place a ring
On the finger of his bride
As a token that he freely takes her
As his wife.

The bridegroom now places a ring on the bride's finger, saying—

BRIDEGROOM

With this ring I wed you now,
With this token I keep covenant with you,
With all that I have and all that I am, I honour you,
Through the love of God,
And the grace of the Lord Jesus Christ,
And the fellowship of the Holy Spirit.
Amen.

MINISTER

As the wife is one with the husband
And as she receives his name,
Entering into his care and providence,
N2 will place a ring
On the finger of her bridegroom
As a token that she freely takes him
As her husband

The bride now places a ring on the bridegroom's finger, saying—

BRIDE

With this ring I wed you now,
With this token I keep covenant with you,
With all that I have and all that I am, I honour you,
Through the love of God,
And the grace of the Lord Jesus Christ,
And the fellowship of the Holy Spirit.
Amen.

MINISTER

(To the bridegroom)

Thus you N1 are to shelter N2's life with strong protecting love

(To the bride)

Thus you N2 are to wear your ring
As the enclosing bond of reverence and loving trust

(To the couple)

Both together fulfilling the perfect circle
Of duty and love that makes you one in Jesus Christ.
May your love for one another,
Your devotion and your faith
Be unending like the circle of these rings,
Through every year that you shall live.

The bride and groom join right hands while the Minister says—

DECLARATION OF MARRIAGE

MINISTER

Those whom God has joined together, let not man set apart.
N1 and N2 have this day witnessed to their consent to live together in holy
wedlock;
They have pledged their faithfulness to each other,
And have confirmed it by the giving and receiving of rings and by the joining of
hands.
Therefore in the name of the Father, and of His Son, and of the Holy Spirit,
I declare them now to be husband and wife together. Amen.

The bride and groom may now kiss.

They then kneel and repeat the dedicatory prayer together, followed by the
laying on of hands and extemporaneous prayer and prophecy, as the Spirit
leads, by the minister and by any other invited participants.

DEDICATORY PRAYER

Together we yield our lives to you, O Lord;
Together we join in love for you, O Lord;
Together we rest our faith in you, O Lord.
Take our marriage, we pray,
And make it yours;
Take our love and joy
And fill them with yourself;
Take our fondest hopes and deepest dreams
And be their goal.
Use our home each day as your home;
Use our worldly goods as yours to command.
May our union only serve
To make our love for you far greater,
That in all things
Jesus Christ alone
May be supreme.
Amen.

WORSHIP IN SONG OR ITEM

During the worship in song or item, the register may be signed by the bridal couple and the two witnesses. The parents may also join the bridal party if desired.

CLOSING PRAYER

The minister prays—

Now may the God of peace who brought again from the dead our Lord Jesus, the great shepherd of the sheep, by the blood of the eternal covenant, [21] equip you N1 and you N2 with everything good that you may do His will, working in us that which is pleasing in His sight, through Jesus Christ, to whom be glory forever and ever. Amen.
(Hebrews 13:20-21, ESV).

ADDITIONAL NOTE

This service has been prepared

- to blend the dignity of tradition with the flexibility and spontaneity of Spirit-led worship
- to include specific statements of commitment to Christ as well as commitment to each other
- to offer a personalized approach

Therefore both the minister and the bridal couple should feel free to incorporate additional or alternative acts of worship, singing and so on as may seem appropriate to both them and the minister.

It is suggested the couple keep a copy of the service for themselves so they may recall their vows together from time to time, such as at each wedding anniversary.

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Example 2:

Extract from Wedding Service by Pastor Mike Cronin, South Eastern Christian Centre Inc.

MINISTER:

Who gives this woman to be married to this man?

FATHER:

(Standing) I do.

or PARENTS:

(Standing) We do.

The Bridegroom, having now officially received his Bride from her parents, father (or guardian) is addressed by the Minister.

MINISTER:

We come now to the commitment of the marriage vows where a man is joined to his wife that the two may become one.

Will you have this woman to be your wife, to live together by God's command in the holy state of marriage; Will you love her, comfort her, honour and protect her, worship and pray with her, in sickness and in health? And forsaking all others keep only to her so long as you both shall live?

BRIDEGROOM:

I will.

MINISTER:

Will you have this man to be your husband, to live together by God's command in the holy state of marriage; Will you obey him and serve him, love, honour and comfort him, worship and pray with him, in sickness and in health? And forsaking all others, keep only to him so long as you both shall live?

BRIDE:

I will.

The Bride and Bridegroom now join right hands and the Groom repeats after the Minister.

BRIDEGROOM to BRIDE:

(repeat after Minister)

....., please repeat after me:-

....., I love you and believe that God has brought us together, I receive you now as my wife, to have and to hold from this day forward, for richer, for poorer, in good times and in bad, to love and to cherish, to share my faith in

Christ and to make my home with you; being always faithful to you, until death parts us. According to God's Holy Word, and in His presence I make this pledge to you.

BRIDE to BRIDEGROOM:

(repeat after Minister)

....., please repeat after me:-

....., I love you too. I also believe that God has brought us together, I accept you now as my husband, to have and to hold from this day forward, for richer, for poorer, in good times and in bad, to love, cherish and obey, to share my faith in Christ and make my home with you; being always faithful to you, until death parts us. According to God's Holy Word, and in His presence I make this pledge to you.

MINISTER:

There is great significance in giving rings at a wedding. They represent an absolute and holy agreement. They are a reminder of what you have promised today before the Lord. Look upon your rings often and remember your vows. When we make a sacred pledge like this, it is good to have a reminder of that pledge. Notice the endless circle. It is a symbol of unbroken love and unity. The two of you, from this day forward, are to be one.

....., please place the ring on the finger of your Bride.

Bridegroom receives the ring from the Best Man and places it on the finger of his Bride.

BRIDEGROOM:

(repeats after Minister)

With this ring I marry you All my life I share with you and by this act I declare before God and in the presence of these witnesses, that I take you to be my wife. I love you and will always be faithful to you.

..... would you now please place the ring on the finger of your Bridegroom.

BRIDE:

(repeats after the Minister)

With this ring I join you in our promises and seal our vows. I declare before God and in the presence of these witnesses, that I receive you as my husband. I love you, and will always be faithful to you.

Bride and Groom again join their right hands while the Minister says:

PRONOUNCEMENT:

Since and have agreed to share their lives together, in the Holy Estate of Marriage, and have witnessed the same in the presence of God, and before us all, and have pledged their faithfulness to each other by making their vows and giving and receiving their rings; in the Name of the Lord Jesus Christ, I pronounce that they are husband and wife.

Those who God has joined together, let no man set apart.

The Bride and Groom may kiss.

COMPETENCY REVIEW SHEET

Competency: MM14

Demonstrate knowledge of special services/celebrants requirements

Elements:

MM14.1 Demonstrate familiarity with the required documents and legal requirements

Performance Criteria:

Able to:

Outline the requirements in their State for marriage and funeral celebrants

MM14.2 Design appropriate services for Christian and non Christian participants

Performance Criteria:

Able to:

Submit orders of service for a wedding and a funeral, and explain how these could be varied for non Christian participants

MM14.3 Understand the dynamics of consultation with service participants

Performance Criteria:

Able to:

Discuss the limits of variability in wedding, funeral, baptism and dedication services

Discuss strategies for counselling surrounding special services

The Applicant has demonstrated competency in this area.

Signed _____

Date _____

Available Resources

Minister's Handbooks

Web Sites

- <http://www.aq.gov.au/celebrants>

Marriage Preparation Material

- www.prepare-enrich.com.au
- Careforce "Making Marriage Better"
www.careforcelifekeys.org/making_marriage_better.asp

Reading Materials

- Fit to Be Tied, Bill & Lynne Hybels – Zondervan

ANNEX A

The Legal Requirements

Information to be given to couples being married to inform them about the Certificate of Marriage (Form 15)

If you are planning to marry read through the following questions and answers for information on how the new Certificate of Marriage affects you.

When does the new certificate take effect?

From 1 September 2005.

From this date it will be the *only* certificate that can be given to marrying couples as evidence of their marriage.

Why is this important to us?

Because it is the certificate given to you after the ceremony as evidence of your marriage.

When you get married, your marriage celebrant prepares three certificates of marriage.

All three certificates contain the details of your marriage and you and your witnesses will be required to sign all three certificates. They are:

- the certificate retained by the marriage celebrant for their records;
- the certificate that will be forwarded to the Registry of Births, Deaths and Marriages for the registration of your marriage; and
- the certificate that you will be given as your record of the marriage.

How will we know that we will be given the right certificate – an official certificate?

After 1 September 2005 all marriage celebrants should have the new certificate. It may be wise to check with your celebrant prior to your marriage ceremony.

You can use the links below to see images of the new Form 15 certificate.

You will see that it bears the Commonwealth Coat of Arms. The official certificate must be exactly as prescribed in the *Marriage Regulations 1963*.

Most of the security features of the new certificate will not be visible to you but you will be able to see a pattern on the front and a number on the back that is unique to each certificate.

What difference do these changes make to our marriage certificate?

The features described above make your marriage certificate significantly more secure as an official document because they protect it against alteration and reproduction.

The certificate number will be recorded by the Attorney-General's Department and by the marriage celebrant who issues it so that it will be unique to your marriage and will be traceable.

A certificate of marriage is not a proof of identity document but it is evidence of your change of name and change of marital status.

Please note that in some situations (eg. when applying for an Australian passport) you may be asked to produce a registered copy of your marriage certificate obtained from the Registry of Births, Deaths and Marriages in the State or Territory in which you were married.