

## Our opening hours are:

Monday – Friday 9.00am - 4.30pm  
Saturday 9.00am - 12.30pm

If you would like to book a ceremony, or would like further information please contact the Ceremony Co-ordinator at your local Register Office.

Ceremony Co-ordinator  
Pontefract Register Office  
The Town Hall  
Bridge Street  
Pontefract  
WF8 1PG

Tel: 01977 722670  
Fax: 01977 722676

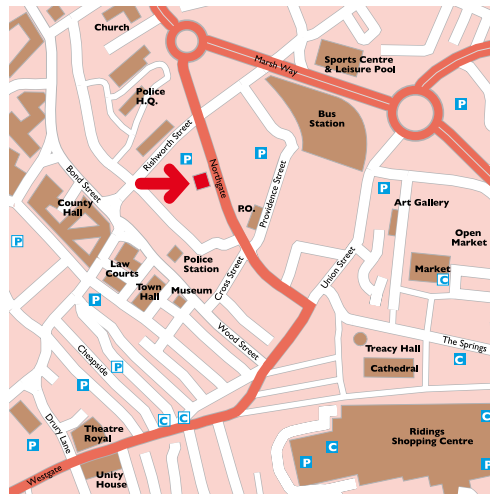
Email:  
pontefractregistrars@wakefield.gov.uk



Ceremony Co-ordinator  
Wakefield Register Office  
71 Northgate  
Wakefield  
WF1 3BS

Tel: 01924 302185  
Fax: 01924 302186

Email:  
wakefieldregistrars@wakefield.gov.uk



Please visit our website:

[http://www.wakefield.gov.uk/CommunityAndLiving/Registrars/Marriages/Renewal of vows](http://www.wakefield.gov.uk/CommunityAndLiving/Registrars/Marriages/Renewal%20of%20vows)

Disabled access is available at both offices

WMDC will, on request, provide this document in another language, in Braille or **large print**.

Typetalk calls welcome

## Renewal of Vows Ceremony

All the information you need to know for arranging a Renewal of Vows Ceremony

# Why have a Renewal of Vows Ceremony?

This is a special event to bring you and your partner together again to renew your vows and confirm your continuing love and devotion. Perhaps you are celebrating a special anniversary. It may be that your ceremony was overseas and you would like to celebrate the event with your family and friends who could not be with you on the day.

You may simply want to pledge your love for each other once more.

## Who can have a ceremony?

This is a ceremony for couples who are legally married or legally registered civil partners.

## Where can it take place?

Renewal of Vows can take place indoors or outdoors at any venue that holds a health and safety certificate.

## Who conducts the ceremony?

A professionally trained celebrant will conduct the ceremony.

## What is included in the ceremony?

Ceremonies can be intimate or convivial, formal or relatively informal. Your ceremony is tailored to your needs. The ceremony must be non-religious but may include readings and music that hold a special meaning. There will be a re-affirmation of your vows and rings and/or gifts may be exchanged.

A commemorative certificate will be presented as a memento of the occasion signed by you and witnesses of your choice. The ceremony may last up to 30 minutes.

Once you have made a provisional booking you will receive a sample ceremony and readings. We will arrange a meeting with you to personalise your ceremony.

## Organising your ceremony?

The first step is to contact the Ceremony Co-ordinator (details overleaf) to discuss your requirements.

## Points you may wish to consider:

- Where and when you would like to hold your ceremony
- Who you would like to invite
- Words and poems that you may like to use
- Whether you would like to include witnesses
- Whether you wish to exchange rings.

## How much will it cost?

The cost of the ceremony is £150 Monday to Saturday and £170 on Sundays and Bank Holidays. Fees are payable in full at the time of booking.

Where a ceremony is cancelled and not re-booked a 20% cancellation fee is incurred. (This will be deducted from the refund).

## Important information

- Renewal of Vows Ceremonies and any documents or certificates issued as part of the ceremony hold no legal status and cannot be used to establish any legal rights
- Ceremonies cannot contain any religious material
- Celebrants who are also registrars are not designated as registrars when conducting Renewal of Vows Ceremonies.

## Venues in our District

Renewal of Vows Ceremonies can be held at venues throughout the Wakefield Metropolitan District. These could include:

Hotels  
Sports Clubs  
Restaurants  
Clubs  
Village Halls

## Venues outside our District

If your local Register Office does not provide this service we will be happy to travel to your district. Please note that in these instances additional costs may be incurred.