

### Registration Service Fees 1st September 2016 to 31st March 2017

Marriage, Civil Partnership, Renewal of Vows or Naming Ceremony held at a Registration Service ceremony room or at an Approved Venue between 08:00 and 18:00	Fee (VAT exempt)	Deposit at the time of booking
Monday to Thursday	£375.00	£100.00
Friday	£425.00	£100.00
Saturday	£465.00	£100.00
Sunday & Bank Holiday and special dates EG Valentines, Easter Monday, Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day.	£525.00	£100.00

Marriage or Civil Partnership Registration, Monday to Wednesday between 09:00 and 12:00 subject to office availability (includes the first copy of the certificate)	£50.00*	Full fee*
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Ceremonies after 18:00 (ceremony fee plus hour rate below)	Fee (Inc VAT)	Deposit at the time of booking
Ceremony between 17:00 and 19:00	£25.00	See ceremony
Ceremony between 19:00 and 20:00	£35.00	See ceremony
Ceremony between 20:00 and 22:00	£55.00	See ceremony
Ceremony between 22:00 and 00:00	£105.00	See ceremony

#### Ceremony Packages

Combined Marriage or Civil Partnership Celebration Day Ceremony between 08:00 and 18:00 (Statutory Registration held in Registrars Office followed by ceremony at a licensed venue). Fee does not include Health and Safety Inspection for non-approved venue (see below for H&S fee)	Fee (Inc VAT)	Deposit at the time of booking
Monday to Thursday	£425.00	£100.00
Friday	£475.00	£100.00
Saturday	£515.00	£100.00
Sunday & Bank Holiday and special dates EG Valentines, Easter Monday, Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day.	£575.00	£100.00

Combined Marriage, Civil Partnership with a Naming ceremony or a Renewal of Vows ceremony held at a Registration Service ceremony room or at an Approved Venue between 08:00 and 18:00	Fee (Inc VAT)	Deposit at the time of booking
Monday to Thursday	£475.00	£100.00
Friday	£525.00	£100.00
Saturday	£565.00	£100.00
Sunday & Bank Holiday and special dates EG Valentines, Easter Monday, Christmas Eve, Christmas Day, Boxing Day, New Years Eve, New Years Day.	£625.00	£100.00

\* Fee set by Government and is subject to any future changes.

Fees for Renewal of Vows and Naming ceremonies excludes VAT at the prevailing rate

The fees for ceremonies includes a £100 deposit payable at the time of booking

Please visit our website for our Ceremony and Registration descriptions, our full terms and conditions for bookings, and the cancellation conditions

[www.yourdaynorthants.com](http://www.yourdaynorthants.com)

<b>Marriage or Civil Partnership Legal Formalities</b>	<b>Fee (VAT exempt)</b>
Notice of Marriage/Civil Partnership (given during normal operating hours)	£35.00 each*
On-Line Notice of Marriage/Civil Partnership appointment booking fee (per person and non-refundable if cancelled less than 24 hours before the appointment)	£35.00 each*
Appointment fee between 17:00 and 20:00 weekdays or between 09:00 and 16:30 on Saturday. This is for an up to 30 minute appointment only and subject to availability and is non-refundable if the appointment is cancelled less than 24 hours before the appointment. The statutory fee also applies.	£50.00 (Single)
Appointment fee between 17:00 and 20:00 weekdays or between 09:00 and 16:30 on Saturday. This is for an up to 60 minute appointment only and subject to availability and is non-refundable if the appointment is cancelled less than 24 hours before the appointment. The statutory fee also applies.	£60.00 (Double)
Civil Partnership Conversion - <b>Standard</b> conversion administration process at the Registrars Office	£45.00
Civil Partnership Conversion - <b>Ceremony</b> conversion Part 1, provision of administrative information at the Registrars Office.	£27.00
Part 2 Following the administrative process, the conversion ceremony held at either a Registration Service venue or approved venue	See ceremony fees

<b>Ceremony planning meeting</b>	<b>Fee (Inc VAT)</b>
Planning meeting at Registration Service office. Full fee non-refundable at the time of booking.	£40.00 (per meeting)

### Other Service Fees

<b>Copy Certificates (Copy certificate after registering. May be less if the register is still being used)</b>	<b>Fee (VAT exempt)</b>
Copy of Certificate at time of registering	£4.00*
Order on-line for Copy of Certificate after registering	£10.00*
Order by telephone for Copy of Certificate after registering	£15.00
Priority Copy Certificate Service (in addition to the certificate fee)	£20.00
Post, packaging and handling charge per order	£1.80 (inc VAT)

<b>Approved Venue Licence and Health &amp; Safety Inspection</b>	<b>Fee (VAT exempt)</b>
Approved Venue Licence (inc Religious premises for civil partnerships)	£1,500.00
Addition of a room mid licence (standard fee irrespective of expiry date of approved venue licence)	£475.00
Appeal for a licence refusal	£450.00
Health and Safety Inspection (commercial premises for external open air structure at time of licensing) Non-refundable	£35.00
Health and Safety Inspection (domestic premises). Non-refundable	£35.00

	<b>Fee (inc VAT)</b>
Commemorative Ceremony Certificate	£20.00

<b>Nationality Checking Service (Type of application)</b>	<b>Fee (Inc VAT)</b>	<b>Non-Refundable deposit at time of booking</b>
Adult (18 or over)	£80.00	£20.00
Couple (married or in civil partnership)	£100.00	£20.00
Family (2 adults and up to 2 children under 18)	£140.00	£20.00
Single Parent (and up to 2 Children under 18)	£95.00	£20.00
Additional children on parents application	£40.00	£20.00
Child under the age of 18 who applies separately from their parents.	£50.00	£20.00

<b>Private Citizenship Ceremony</b>	<b>Fee (VAT exempt)</b>
Private citizenship ceremony	£140.00

<b>Supplier advert placed on the Registration Service's ceremonial website <a href="http://www.yourdaynorthants.com">www.yourdaynorthants.com</a></b>	<b>Fee (Inc VAT)</b>
Gold advert 12 months	£520.00
Gold advert 6 months	£350.00
Gold advert 3 months	£260.00
Silver advert 12 months	£270.00
Silver advert 6 months	£180.00
Silver advert 3 months	£140.00

<b>Ceremony Cancellation Charges (the period of notice relative to the ceremony date, with any refund applied to any payments made)</b>	<b>Refund (VAT exempt)</b>
Over 6 months before the date of the ceremony	100%
Between 6 months and 3 months	75%
Between 3 months and 30 days	50%
Less than 30 days	0%

<b>Change of date/time/venue to existing booking</b>	<b>Admin fee (inc VAT)</b>
Change of date/time/venue to existing booking	£20.00

<b>Other Service fees</b>	<b>(VAT exempt)</b>
Fee for the Service's time administering a customer's application to the regulator to reduce the waiting period after Notice of Marriage/Civil Partnership. This is in addition to the statutory fee.	£35.00
Passports for newly weds and civil partners Administration fee for Superintendent Registrar to complete Part 1 of form Passport Application form . (Form PD2)	£35.00