London Borough of Tower Hamlets

Marriage Act 1949 , Civil Partnership Act 2004

APPLICATION/RENEWAL FOR PREMISES TO BE APPROVED AS A VENUE FOR MARRIAGES IN PURSUANCE OF SECTION 26(1)(BB) OF THE MARRIAGE ACT 1949 AS AMMENDED BY THE MARRIAGE (SAME SEX COUPLES) ACT 2013 AND FOR THE REGISTRATION OF CIVIL PARTNERSHIPS IN PURSUANCE OF SECTION 6(3A)(a) OF THE CIVIL PARTNERSHIP ACT 2004

This form, when completed, must be forwarded to the Head of Registration at The Register Office, Bromley Public Hall, Bow Road, London E3 3AA together with the appropriate fee payable to the London Borough of Tower Hamlets.

This application must be made by the proprietor or trustee of the premises. If successful, the applicant will be the holder of the approval.

1. I apply for the premises named **…………………………………………..** in the attached schedule to be approved for regular use by the public as a venue for the solemnisation of marriages/registration of civil partnerships in the presence of a Superintendent Registrar.
2. I attach 3 copies of a plan of the premises showing all of the room(s) in which it is intended that ceremonies will take place.
3. I understand that:-
4. the premises will be inspected for suitability before approval is granted and, if this application is successful, may be subject to subsequent inspection;
5. public notice of the application will need to be given by me by advertisement in a local newspaper which is in general circulation at internals of not more than one week in the area in which the premises are situated for a period of three weeks and with a further period of three weeks for objections ***OR*** payment of the appropriate fee will be made by me to Tower Hamlets Register Office in order that public notice may be given for a period of three weeks on the website of the London Borough of Tower Hamlets;
6. approval, if granted, will be for a three year period, subject to revocation; and
7. the premises must satisfy the local authority on fire precautions and health safety provisions.
8. I declare that:-
9. I have read and understood the information contained in this form and the Guidance Notes for applicants supplied;
10. The building has no recent or continuing religious connection; and
11. I have consulted the planning authority as to whether planning consent is required and attach evidence that it is content that the premises may be used for marriages.
12. I further declare that, if approval is granted:-
13. the premises will be regularly available for public use as a venue for the solemnisation of marriages and registration of civil partnerships and
14. I will comply with the standard conditions and any local conditions attached to that grant of approval as set out in the Guidance Notes for applicants.

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| 1. Full names and private addresses of applicant. If the application is made by a limited company, please give the address of the registered office and where different state also the main trading address of the Company |  |
| 2. Name, postal address and telephone number of the premises which are the subject of this application. |  |
| 3. Please describe the nature if the premises at question 2 (e.g. hotel, stately home, civic accommodation) and the primary and other uses to which it is regularly put. |  |
| 4. Is the person or company named in reply to question 1 the occupier of the premises? |  |
| 5. If the answer to question 4 above is ‘No’ and there is another occupier, please give their name(s) and address(es). |  |
| 6. Please state here the maximum number of people permitted to occupy the room or rooms for which approval is sought, under any fire certificate, which applies. Please attach a copy of any certificate in force. |  |
| 7. Do the premises currently have the benefit of any licence issued under the Licensing Act 2003 which may be relevant to this application (eg for the provision of regulated entertainment). If so, please attach a copy. |  |
| 8. Name, address and contact telephone number of the “responsible person” and their deputies (please see guidance notes for information about this). |  |

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Signature of applicant: Date:

Interest in the premises:

Address for correspondence and contact telephone number: