



CIVIL CELEBRANT

MARRIAGE CHECKLIST

Full Name _____

Preferred Name _____

Female/Male/Other _____

Full Name _____

Preferred Name _____

Female/Male/Other _____

Time and Date of Ceremony _____

Location of Ceremony _____

Contingency plan (If outdoor) _____

Information about you – your meeting, interests, intention. This can be discussed at our first meeting or you can email it to me.

Formal, semi-formal casual or themed _____

How many guests? _____

Will the bride will be given away or both parties be given away? If so by whom?

Will rings be exchanged? _____

Maid of honour / Matron of Honour / Brides Honour Attendant

Brides Maids / Brides Attendants

Best Man / Best Woman / Grooms Honour Attendant

Others you would like to involve in the ceremony?

Others you would like to acknowledge?



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Standard Monitum

"I am **duly authorised by law** to solemnise marriages according to law. Before you are joined in marriage in my presence and in the presence of these witnesses. I am to remind you of the **solemn** and binding nature of the relationship into which you are now **about to enter**. Marriage according to law in Australia is the union of two people to the exclusion of all others, voluntarily entered into for life."

Permissible changes

duly authorised by law - legally registered or the registered marriage celebrant authorised

solemn - serious or formal

binding - permanent

nature - promise

about to enter - formalising, sending or binding

Mandatory Vows

"I **call upon** the **persons** here and present to witness that I, A.B. (or C.D.) take **thee** C.D. (or A.B.) to be my lawful wedded **wife (or husband, or spouse)**."

Permissible changes

call upon - ask

persons - people

thee - you

wife/husband - spouse

Personal Vows – may be added after the legal wording.

Ceremonial Witnesses – 18 years of age or older.

1. _____ 2. _____

Readings, Poetry & Reader

Music

Opening _____

During _____

Finishing _____



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Additional Rituals

- Unity Candle
- Hand Fastening
- Sand Ceremony
- Sharing of Wine
- Other _____

Special Considerations

- Translator
- Disability
- PA Required
- Other _____

Confirmation

- House Keeping
- Processional
- Welcoming
- Introduction
- Personal Vows
- Literature
- Poetry
- Ritual
- Concluding Words

Notes: _____

**It is essential that you communicate any changes you may be thinking about making to the format of the ceremony.*

Please don't hesitate to get in touch with me if you have any questions.

XX Megan