

GUIDANCE FOR COUPLES WISHING TO MARRY OR REGISTER A CIVIL PARTNERSHIP IN APPROVED PREMISES

1. *Having confirmed the date and time of your ceremony at the 'approved premises', you should immediately contact the local office at:*

<p>MRS A MIDGLEY</p> <p>Registrar The Registration Office Farndale House, Church Square WHITBY North Yorkshire YO21 3EG Tel: 0845 034 9489 Fax: 01947 602731</p>	<p><u>Hours of Opening</u></p> <p>Monday, Tuesday, Wednesday & Friday 9.30am -1.00pm</p> <p>Tuesday & Wednesday 2.00pm - 4.00pm</p>
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2. *You need to confirm that he/she can attend and conduct the ceremony on the day and time in question. This should always be done as soon as possible.*
3. *A notice of intention to marry or register a civil partnership can be given a maximum of 12 months in advance of the date. This must be done in the area in which you live. You CANNOT get married or register the civil partnership without giving due notice in the district(s) where you live.*

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