



Jersey

**MARRIAGE AND CIVIL STATUS  
(FORMS, REGISTRATION AND FEES)  
(JERSEY) ORDER 2002**

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Jersey

## MARRIAGE AND CIVIL STATUS (FORMS, REGISTRATION AND FEES) (JERSEY) ORDER 2002

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Jersey

## **MARRIAGE AND CIVIL STATUS (FORMS, REGISTRATION AND FEES) (JERSEY) ORDER 2002<sup>1</sup>**

**THE HOME AFFAIRS COMMITTEE**, in pursuance of Articles 8, 11, 13, 15, 17, 20, 21, 28, 47, 49, 50, 52, 57, 58, 60, 61, 64, 68, 69, 70, 73, 74, 78, 79 and 82 of the Marriage and Civil Status (Jersey) Law 2001<sup>2</sup> orders as follows –

Commencement [[see endnotes](#)]

### **PART 1 OPENING**

#### **1 Interpretation**

(1) In this Order –

“informant” has the same meaning as in Part 5 of the Law;

“Law” means the Marriage and Civil Status (Jersey) Law 2001;<sup>3</sup>

“licence” means a licence issued by the Superintendent Registrar under Article 11 of the Law;

“marriage return” means the form referred to in Article 4;

“stillbirth” has the same meaning as in Part 5 of the Law.

(2) Except where the context requires otherwise, a reference in this Order to a birth means the birth of a child born alive.

## **PART 2**

### **MARRIAGE**

#### **2 Forms for solemnization of marriage**

- (1) Notice of marriage shall be in the form set out in Part 1 of Schedule 1 and contain the particulars there referred to.
- (2) A declaration required under Article 8(5)(b) of the Law in respect of a proposed marriage to which Article 4(2) of the Law applies shall be in the form set out in Part 2 of Schedule 1 and attested in the manner there specified.
- (3) A licence shall be in the form set out in Part 3 of Schedule 1 and contain the particulars there referred to.
- (4) A certificate for the solemnization of a marriage outside Jersey issued under Article 13 of the Law shall be in the form set out in Part 4 of Schedule 1 and contain the particulars there referred to.
- (5) A medical statement required under Article 21(2) of the Law for the solemnization of the marriage of an incapacitated person at the place where the person is shall be in the form set out in Part 5 of Schedule 1.

#### **3 Preparation of marriage returns<sup>4</sup>**

The registrar of a parish, upon the presentation to the registrar of a valid licence for the solemnization of a marriage in that parish, shall –

- (a) enter the particulars of the proposed parties to the marriage in 3 marriage return documents, in identical manner, in the form set out in Part 1 of Schedule 2; and
- (b) where the marriage is not to be completed in the registrar's presence, make those documents available to the person required by Article 70 of the Law to record the marriage.

#### **4 Completion of marriage returns<sup>5</sup>**

- (1) The person required by Article 70 of the Law to record a marriage shall, immediately after solemnizing the marriage –
  - (a) complete the 3 marriage return documents provided to him or her by the registrar under Article 3, in identical manner, and containing the particulars referred to in Part 1 of Schedule 2; and
  - (b) give one of the marriage return documents to the parties to the marriage.
- (2) Each of the 3 marriage return documents shall be signed by the person required to record the marriage, the parties to the marriage and 2 witnesses.



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**5 Delivery of marriage returns**

- (1) Where an authorized person is required to record a marriage the authorized person shall, within the period of 72 hours following the solemnization of the marriage –
  - (a) deliver one marriage return to the owners or trustees of the registered building in which the marriage was solemnized; and
  - (b) deliver 1 marriage return to the registrar.<sup>6</sup>
- (2) Where the Superintendent Registrar or the Superintendent Registrar's delegate is required to record a marriage, he or she shall, within the period of 72 hours following the solemnization of a marriage, deliver 1 marriage return to the registrar.<sup>7</sup>

**6 Registration of marriage in registered building or on approved premises**

- (1) A registrar required by Article 69 of the Law to register the particulars of a marriage shall, as soon as is practicable, enter in the marriage register held by the registrar, in the form set out Part 2 of Schedule 2, the particulars of the marriage contained in the marriage return completed by or delivered to the registrar.<sup>8</sup>
- (2) Every entry made in a marriage register shall be in consecutive date order from the beginning to the end of the register.<sup>9</sup>

**7 Registration of marriage in Anglican church**

- (1) A clergyman of the Anglican church required by Article 69 of the Law to register the particulars of a marriage shall, having solemnized the marriage, immediately enter the particulars relating to the marriage in the form set out in Part 2 of Schedule 2, in duplicate, in the 2 marriage registers of the church in which the marriage is solemnized.<sup>10</sup>
- (2) The entries made under paragraph (1) shall be signed by the clergyman, the parties to the marriage and 2 witnesses.
- (3) Every entry made in a marriage register under paragraph (1) shall be made in consecutive date order from the beginning to the end of each register and the number of the entry shall be the same in each duplicate marriage register.<sup>11</sup>

**8 Quarterly returns of marriages to Superintendent Registrar**

- (1) At the end of each quarter, each registrar shall deliver to the Superintendent Registrar one of the marriage returns completed by or returned to the registrar in respect of each marriage entered during that quarter in the marriage register kept by the registrar or, if no marriage has been so entered during that quarter, a certificate of that fact under the registrar's hand on a form supplied by the Superintendent Registrar.<sup>12</sup>
- (2) At the end of each quarter, every incumbent of an Anglican church shall make and deliver to the Superintendent Registrar, on forms supplied by

the Superintendent Registrar, a true copy certified under the incumbent's hand of all marriages entered during that quarter in the marriage registers kept by the incumbent or, if no marriage has been so entered during that quarter, a certificate of that fact under the incumbent's hand on a form supplied by the Superintendent Registrar.<sup>13</sup>

- (3) The Superintendent Registrar shall pay, or cause to be paid, to every incumbent by whom a certified copy is delivered under paragraph (2), the specified sum for every entry contained in the certified copy.
- (4) The Superintendent Registrar shall –
  - (a) keep and, so often as may be necessary, have bound the copies delivered to the Superintendent Registrar under paragraphs (1) and (2); and
  - (b) have indexes made thereto which shall be kept in the Superintendent Registrar's office.

## **9 Keeping of marriage registers and other documents<sup>14</sup>**

- (1) Any person who, by virtue of the person's office, is required by this Order to keep marriage registers or other documents shall, on ceasing to hold office, deliver up such registers and documents to the person's successor.<sup>15</sup>
- (2) The incumbent of an Anglican church or a registrar shall, as soon as the marriage registers kept by the incumbent or registrar in duplicate are full, deliver one of them to the Superintendent Registrar and keep the other with the other documents in the incumbent or registrar's care.<sup>16</sup>
- (3) The Superintendent Registrar shall keep the marriage registers delivered to the Superintendent Registrar under paragraph (2).<sup>17</sup>

## **PART 3**

### **BIRTHS, STILLBIRTHS AND DEATHS**

## **10 Duty to register births and stillbirths**

- (1) Subject to this Order, a registrar who is informed, in accordance with the Law and this Order, of the particulars of a birth shall enter, in the form set out in Part 1 of Schedule 3, in the register of births kept by the registrar, the number of the entry being made, the particulars of the birth and the date of registration and sign the entry so made.
- (2) Subject to this Order, a registrar who is informed, in accordance with this Order, of the particulars of a stillbirth shall enter, in the form set out in Part 1 of Schedule 4, in the register of stillbirths kept by the registrar, the number of the entry being made, the particulars of the stillbirth and the date of registration and sign the entry so made.
- (3) Subject to this Order, the particulars of a birth means the particulars required in the form set out in Part 1 of Schedule 3 in columns 2 to 9 (other than the signature of the informant).

- (4) Subject to this Order, the particulars of a stillbirth means the particulars required in the form set out in Part 1 of Schedule 4 in columns 2 to 8 (other than the signature of the informant).
- (5) Entries of births or stillbirths shall be numbered and made successively from the beginning to the end of the register in which they are made.

#### **11 Further registration of name**

- (1) This Article applies where the name of a child is to be registered pursuant to Article 58 of the Law.
- (2) A certificate of baptismal name referred to in Article 58 of the Law shall be in the form set out in Part 2 of Schedule 3, signed by the person who performed the rite of baptism.
- (3) On presentation of the certificate and payment of the specified fee, the registrar shall, without any change to the original entry of the birth, enter in the register of births that the child has been baptized in that name.
- (4) The person who performed the rite of baptism or who has custody of any register in which the baptism is recorded shall, on payment of the specified fee, issue the certificate referred to in paragraph (2).

#### **12 Short birth certificates**

- (1) A short birth certificate issued by a registrar under Article 60(1) of the Law shall be in the form set out in Part 3 of Schedule 3 and contain the particulars there referred to.
- (2) A short birth certificate issued by the Superintendent Registrar under Article 60(2) of the Law shall be in the form set out in Part 4 of Schedule 3 and contain the particulars there referred to.

#### **13 Certificates for stillbirth**

- (1) A certificate of fact and cause of stillbirth given under Article 61(3) of the Law shall be in the form set out in Part 2 of Schedule 4 and certified in the manner there specified.
- (2) A certificate of registration of a stillbirth given under Article 61(5) of the Law shall be in the form set out in Part 3 of Schedule 4 and contain the particulars there specified.

#### **14 Duty to register deaths**

- (1) Subject to this Order, a registrar who is informed, in accordance with the Law and this Order, of the particulars of a death shall enter, in the form set out in Part 1 of Schedule 5, in the register of death kept by the registrar, the number of the entry being made, the particulars of the death and the date of registration and sign the entry so made.

- (2) Subject to this Order, the particulars of a death means the particulars required in the form set out in Part 1 of Schedule 5 in columns 2 to 10 (other than the signature of the informant).

## **15 Certificates for death**

- (1) A certificate of fact and cause of death given under Article 64(1) of the Law shall be in the form set out in Part 2 of Schedule 5 and certified in the manner there specified.
- (2) A certificate of registration of a death given under Article 68 of the Law shall be in the form set out in Part 3 of Schedule 5 and contain the particulars there specified.

## **PART 4**

### **GENERAL**

## **16 Declarations**

- (1) Every declaration made for the purposes of Part 5 of the Law shall be in writing, dated and signed.
- (2) The Superintendent Registrar and each registrar shall keep every declaration delivered to him or her pursuant to the Law with the other documents in his or her charge.

## **17 Quarterly returns to Superintendent Registrar**

- (1) In the month following the end of each quarter, every registrar shall deliver to the Superintendent Registrar –
- (a) a copy of each entry of a birth, stillbirth and death made by the registrar in that quarter; and
  - (b) a summary of the number of births, stillbirths and deaths registered by the registrar in that quarter.
- (2) A copy of an entry shall be on durable material and certified by the registrar under the registrar's signature as correct.
- (3) The Superintendent Registrar shall –
- (a) verify each copy of an entry delivered to the Superintendent Registrar against the original and certify it under the Superintendent Registrar's signature as correct; and
  - (b) verify each summary delivered to the Superintendent Registrar and notify the Connétable of the parish to which the summary relates, of the information contained in it.
- (4) On being notified of the information contained in a summary, the Connétable of a parish, other than the parish of St. Helier, shall pay to the registrar the relevant fee for each birth, stillbirth and death recorded in the summary.

- (5) The Superintendent Registrar shall –
  - (a) keep and, so often as may be necessary, have bound the copies delivered to the Superintendent Registrar under paragraph (1); and
  - (b) have indexes made thereto which shall be kept in the Superintendent Registrar's office.

## **18 Correction of error in register**

- (1) Upon the Minister or the Inferior Number of the Royal Court granting permission for correction of an error other than a clerical error, the Superintendent Registrar shall make the correction in the margin of both the original entry and the copy kept under this Order and there enter the date the permission is granted, the date the correction is made and the Superintendent Registrar's signature.
- (2) A person who finds a clerical error in the original entry of a birth, stillbirth or death shall bring it to the attention of the Superintendent Registrar.
- (3) Upon being notified of a clerical error, the Superintendent Registrar shall make the correction in the margin of both the original entry and the copy kept under this Order and there enter the date the correction is made and the Superintendent Registrar's signature.
- (4) Upon ascertaining that the copy of an entry of birth, stillbirth or death kept under this Order is not the same as the original, the Superintendent Registrar shall, as soon as is practicable, correct the error in the copy and there enter the date the correction is made and the Superintendent Registrar's signature.

## **19 Specifications for books of banns and registers**

Books of banns provided under Article 28 of the Law and registers provided under Article 47 of the Law must conform to the following specifications –

- (a) they shall be of durable material;
- (b) the heads of information required to be known and registered in relation to marriages shall be printed on each side of every page of the book or register;
- (c) every page of the book or register and every place of entry in it shall be numbered progressively from the beginning to the end, beginning with the number one; and
- (d) every entry shall be divided from the following entry by a printed line.

## **20 Fees, etc.**

Schedule 6 shall have effect to set –

- (a) the fees payable under the provisions of the Law there mentioned;
- (b) the sum payable under Article 8(3) of this Order; and

- (c) the fee payable under Article 17(4) of this Order.

## **20A Transitional arrangements<sup>18</sup>**

- (1) Despite Article 8(a) of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012<sup>19</sup> –
- (a) a Notice of Marriage in the form set out in Part 1 of Schedule 1 to this Order immediately before the coming into force of Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 may be used until every entry in the marriage notice book published and kept by the Superintendent Registrar under Article 8(4) of the Law before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 has been completed; and
  - (b) in a case where either the bride or the groom has previously formed a civil partnership, the Superintendent Registrar may amend in his or her hand the form of Notice of Marriage and the entry in the marriage notice book relating to that bride and groom so that in the column headed “Marital Status” in the entry relating to that bride and groom, for the word “Marital” there is substituted the word “Civil”.
- (2) Despite Article 8(b) of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 –
- (a) a certificate for the solemnization of a marriage outside Jersey in the form set out in Part 4 of Schedule 1 to this Order immediately before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 may be used until every such certificate printed for the use by the Superintendent Registrar before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 has been completed; and
  - (b) in a case where either the bride or the groom has previously formed a civil partnership, the Superintendent Registrar may amend in his or her hand the certificate relating to that bride and groom so that in the column headed “Marital Status” for the word “Marital” there is substituted the word “Civil”.
- (3) Despite Article 9(a) of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 –
- (a) any marriage return document that is in the form set out in Part 1 of Schedule 2 to this Order immediately before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 may be used until every such document printed before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 has been used;
  - (b) in a case where either the bride or the groom has previously formed a civil partnership, the registrar may amend in his or her hand each marriage return relating to that bride and groom so that in the

- 
- column headed “Marital Status” for the word “Marital” there is substituted the word “Civil”; and
- (c) in the column headed “Forename and Maiden Surname of Mother” there is recorded in relation to each party to the marriage the forename and maiden surname of his or her mother and the occupation or profession of his or her mother.
- (4) Despite Article 9(b) of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 –
- (a) any marriage register book kept by a registrar in accordance with Article 6(1) of this Order that was published before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 may continue to be used until every entry in that marriage register book has been completed;
  - (b) in a case where either the bride or the groom has previously formed a civil partnership, the registrar may amend in his or her hand the marriage register book so that in the entry relating to that bride and groom, for the word “Marital” there is substituted the word “Civil”; and
  - (c) in the column headed “Forename and Maiden Surname of Mother” there is recorded in relation to each party to the marriage the forename and maiden surname of his or her mother and the occupation or profession of his or her mother.
- (5) Despite Article 10(a) of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 –
- (a) any entry in the register of births required to be made by a registrar in accordance with Article 10(1) of this Order may be made in the form contained in Part 1 of Schedule 3 to this Order immediately before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 until every entry in that register has been completed; and
  - (b) in the column of that register headed “Forename and Maiden Surname of Mother” there is recorded the forename and maiden surname of the mother and the occupation or profession of the mother of the child.
- (6) Despite Article 11 of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 –
- (a) any register of death kept by a registrar in accordance with Article 14(1) of this Order that was published before the coming into force of the Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012 may continue to be used until every entry in that register has been completed; and
  - (b) in the case where the deceased was a civil partner or a former civil partner at the time of death, the registrar may amend in his or her hand that register so that in the entry relating to the deceased, for the word “Marital” there is substituted the word “Civil”.

**21 Citation**

This Order may be cited as the Marriage (Forms, Registration and Fees)  
(Jersey) Order 2002.



**SCHEDULE 1<sup>20</sup>**

(Article 2)

**FORMS FOR SOLEMNIZATION OF MARRIAGE**

**PART 1**

(Article 2(1))

**NOTICE OF MARRIAGE**

**NOTICE OF MARRIAGE**

GIVEN PURSUANT TO ARTICLE 8 OF THE MARRIAGE AND CIVIL STATUS (JERSEY) LAW 2001.

TO THE SUPERINTENDENT REGISTRAR OF JERSEY

I hereby give notice that a marriage is intended to be celebrated within three months of this date between me and the other party shown below.

Forenames and Surname	Civil Status	Occupation or Profession	Age	Permanent place of Residence	Period of Residence	Place of stay in the Island	Period of Stay	Registered building or Approved Premises where the marriage must be solemnized

As witness my hand this ..... day of ..... 20.....

Signed ..... Before me .....  
 Print full name ..... Superintendent Registrar

**PART 2**

(Article 2(2))

**DECLARATION FOR MARRIAGE TO WHICH ARTICLE 4(2) OF THE LAW  
APPLIES**

**Declaration made under Article 8(5)(b) of the Marriage and Civil Status (Jersey) Law 2001, where the relationship of the parties to the marriage falls within the bounds of Article 4(1) of the Law but where the marriage may not be void if the conditions of Article 4(2) are met.**

I SOLEMNLY DECLARE THAT THERE IS NO IMPEDIMENT ON THE  
GROUNDS OF KINDRED OR AFFINITY TO MY INTENDED MARRIAGE  
WITH.....

AND THAT ALTHOUGH WE ARE RELATED IN THAT .....  
.....

THE RELATIONSHIP BETWEEN US HAS AT NO TIME BEEN SUCH  
THAT .....

WAS A CHILD OF THE FAMILY IN RELATION TO .....  
.....

This ..... day of ..... 20.....

Signature: .....

Before me .....

*Superintendent Registrar*

**PART 3**

(Article 2(3))

**LICENCE**

No.

**MARRIAGE ON AUTHORITY OF LICENCE**

**This Marriage Licence is issued under Article 11 of the Marriage and Civil Status (Jersey) Law 2001**

Whereas,

.....names of the Bridegroom

and..... } names of Bride

.....  
have declared their intention to enter into a contract of marriage and wish that marriage to be immediately and publicly solemnised and  
whereas,

.....  
has signed a solemn declaration that there is no impediment of kindred or affinity or any other lawful impediment to this marriage; the  
solemnisation of this marriage may now proceed and the Registrar for the Parish of .....  
is authorised to register the marriage in accordance with the Law provided it is celebrated between the hours of 8.00 a.m. and 7.00 p.m. in

.....  
by an Authorised Person/a Delegate of the Superintendent Registrar and in the presence of two witnesses within three months of,  
.....  
and within fourteen days of the date of issue of this licence.

This ..... day of.....

.....  
*Superintendent Registrar*

**PART 4**

(Article 2(4))

**CERTIFICATE FOR SOLEMNIZATION OF MARRIAGE OUTSIDE JERSEY**

No. ....

**SUPERINTENDENT REGISTRAR'S CERTIFICATE OF NO IMPEDIMENT TO A MARRIAGE PURSUANT TO ARTICLE 13 OF THE MARRIAGE AND CIVIL STATUS (JERSEY) LAW 2001.**

I, the undersigned ..... Superintendent Registrar of the Island of Jersey, certify that on the ..... day of ..... 20..... a notice was duly inscribed in the Marriage Notice Book to the effect that a marriage is proposed between the parties named and described below, the said notice having been signed by ..... one of the parties.

Forenames and Surname	Civil Status	Occupation or Profession	Age	Address	Period of Residence	Place of Marriage

I further certify that the issue of this certificate has not been forbidden by any person entitled to forbid the issue thereof and that no impediment to the proposed marriage has been shown to me to exist.

This ..... day of ..... 20.....  
Superintendent Registrar

This Certificate shall be void if the Marriage is not celebrated before the ..... 20.....

No. ....

Issued .....

**PART 5**

(Article 2(5))

**MEDICAL STATEMENT**

**Statement to be made by a Registered Medical Practitioner**

**Pursuant to Article 21(2) of the**

**Marriage and Civil Status (Jersey) Law 2001**

I certify that .....

who intends to celebrate a marriage with .....

is in my opinion unable, by reason of illness/disability, to be moved from .....

.....

for the purpose of celebrating that marriage and by reason of that incapacity will not be fit

enough to be moved from the above place within three months of this date.

This ..... day of ..... 20.....

Signed: .....

Name and Qualifications: .....

**SCHEDULE 2<sup>1</sup>**

(Articles 4(1), 6(1) and 7(1))

**REGISTRATION OF MARRIAGE**

**PART 1**

(Article 4(1))

**MARRIAGE RETURN**

**MARRIAGE RETURN**

MARRIAGE SOLEMNIZED IN THE PARISH OF ....., IN THE ISLAND OF JERSEY

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Anno Domini

Anno Domini	Date of Marriage	Forenames and Surname of the Parties	Age	Civil Status	Occupation or Profession	Place of Residence at the time of marriage	Place of birth	Forenames, Surname and occupation or profession of Father	Forenames and maiden surname of Mother and occupation or profession of Mother

Married in .....

This marriage was solemnized between us

I certify that at .....am/pm on the ..... day of ..... 20..... I celebrated the above marriage.

This .....

In the presence of

Sign and Print Name

Sign and Print Name

Witnesses

Signature

(Articles 6(1) and 7(1))

## ENTRY IN MARRIAGE REGISTER

PAGE                      MARRIAGES SOLEMNIZED IN THE PARISH OF				....., IN THE ISLAND OF JERSEY			
Anno Domini				Anno Domini			
ENTRY NUMBER	DATE OF MARRIAGE	FORENAMES AND SURNAME OF PARTIES	AGE	CIVIL STATUS	OCCUPATION OR PROFESSION	PLACE OF RESIDENCE AT THE TIME OF MARRIAGE	PLACE OF BIRTH
Anno Domini				Anno Domini			
				FORENAMES, MARRIEN SURNAME OF MOTHER AND OCCUPATION OR PROFESSION OF MOTHER			
Married in .....				In the presence of { ..... } Witnesses { ..... }			
This marriage was solemnized between us				{ ..... } { ..... }			

**SCHEDULE 3<sup>22</sup>**

(Articles 10, 11 and 12)

**REGISTRATION OF BIRTHS**

**PART 1**

(Article 10(1) and (3))

**PARTICULARS OF BIRTH AND ENTRY IN REGISTER**

PAGE		Anno Domini		BIRTH IN THE PARISH OF		IN THE ISLAND OF JERSEY				
ENTRY NUMBER	DATE AND TIME OF BIRTH	FORENAMES AND SURNAME OF CHILD	SEX	FORENAMES, SURNAME AND OCCUPATION OF FATHER	FORENAMES, SURNAME OF MOTHER	DATE AND PLACE OF BIRTH OF MOTHER	DATE AND PLACE OF BIRTH OF FATHER	DATE AND PLACE OF BIRTH OF CHILD	DATE AND PLACE OF BIRTH OF CHILD	DATE AND PLACE OF BIRTH OF CHILD



**PART 2**

(Article 11(2))

**CERTIFICATE OF BAPTISMAL NAME**

**CERTIFICATE THAT A NAME WAS GIVEN IN BAPTISM**

**Issued pursuant to Article 58(3) of the Marriage and Civil Status (Jersey) Law 2001**

I .....

of .....

do hereby certify that [according to the Register of Baptisms for .....

.....

now in my custody\*] the male/female\* child stated to have been born on the.....

day of .....20..... to .....

and ..... was on the .....

Day of .....20..... baptised by.....

in the names of .....

This..... day of ..... 20.....

Signature: .....

Officiating Minister/Person having custody of the register.\*

\*delete where not applicable

**PART 3**

(Article 12(1))

**SHORT BIRTH CERTIFICATE ISSUED BY REGISTRAR**

ISLAND OF JERSEY

**BIRTH CERTIFICATE (SHORTENED FORM)**

Issued pursuant to Article 60(1) of the Marriage and Civil Status (Jersey) Law 2001.

**CERTIFICATE OF BIRTH**

Forenames and Surname	
Sex	
Date and Place of Birth	

I, the undersigned, the Registrar of births, deaths and marriages for the Parish of .....  
in the Island of Jersey, do hereby certify that the above particulars have been compiled from an entry in a register  
of births in my custody.

This ..... day of ..... 20.....

.....  
*Registrar*

**PART 4**

(Article 12(2))

**SHORT BIRTH CERTIFICATE ISSUED BY SUPERINTENDENT  
REGISTRAR**

ISLAND OF JERSEY



**BIRTH CERTIFICATE (SHORTENED FORM)**

Issued pursuant to Article 60(2) of the Marriage and Civil Status (Jersey) Law 2001.

**CERTIFICATE OF BIRTH**

Forenames and Surname	
Sex	
Date and Place of Birth	

I, the undersigned, the Superintendent Registrar of the Island of Jersey, do hereby certify that the above particulars have been compiled from an entry in a register in my custody.

This ..... day of ..... 20.....

.....  
*Superintendent Registrar*

**SCHEDULE 4**

(Articles 10 and 13)

**REGISTRATION OF STILLBIRTHS****PART 1**

(Article 10(2) and (4))

**PARTICULARS OF STILLBIRTH AND ENTRY IN REGISTER**

ENTRY TO BE MADE IN THE REGISTER OF STILLBIRTHS						
STILLBIRTH REGISTERED IN THE PARISH OF .....						
IN THE ISLAND OF JERSEY						
Entry No.	Date & Place of Birth	Sex	Forenames (if any)	Forenames and Surname of Father	Forenames and Maiden Surname of Mother	Cause Of Death
					Signature and Address of Informant and Relationship to the Child	Date of Registration
					Signature of The Registrar	

**PART 2**

(Article 13(1))

**CERTIFICATE OF FACT AND CAUSE OF STILLBIRTH**

**MEDICAL CERTIFICATE OF STILLBIRTH ISSUED PURSUANT TO  
ARTICLE 61(3) OF THE MARRIAGE AND CIVIL STATUS (JERSEY) LAW 2001**

*I certify that I* { was present at the stillbirth of a male/female\* child born  
have examined the body of a male/female\* child which I am informed was born

on the ..... day of ..... 20..... to .....

at .....

1. The certified cause of death has been confirmed by post-mortem.\* Weight of stillborn child .....

2. Information from post-mortem may be available later.\* Estimated duration of pregnancy  
State (a) the number of weeks at delivery .....

3. Post-mortem not being held.\* (b) when the child died  
(i) before labour\*  
(ii) during labour\*  
(iii) not known\*  
(\*delete where not applicable)

**CAUSE OF DEATH**

- a. Main disease or condition in stillborn child
- b. Other diseases or condition in stillborn child
- c. Main maternal diseases or condition affecting stillborn child
- d. Other maternal diseases or condition affecting stillborn child
- e. Other relevant causes.

I hereby certify that the child was not born alive and that to the best of my knowledge and belief the cause of death and the estimated duration of the pregnancy of the mother are as stated above.

Signature ..... Date .....

.....  
(Name and qualifications of registered medical practitioner)

Name of consultant responsible for the care of the mother .....

**PART 3**

(Article 13(2))

**CERTIFICATE OF REGISTRATION OF STILLBIRTH****CERTIFICATE OF STILLBIRTH****Extract of an entry in the Register of Stillbirths**

Issued pursuant to Article 61(5) of the Marriage and Civil Status (Jersey) Law, 2002.

<b>STILLBIRTH IN THE ISLAND OF JERSEY</b>	
Parish:	Entry No:
Date of Stillbirth:	Sex of Child:
Place of Stillbirth:	
Forenames and Surname of Father:	
Forenames and Surname of Mother:	
Cause of Death:	
Signature & Address of Informant:	
Relationship to the Child:	
Date of Registration:	Signature of Registrar:

I certify that this is a true and faithful extract from the certified copies of the Register of Stillbirths of the Island of Jersey.

Witness my hand this ..... day of ..... 20.....

Signed: .....  
*Registrar*

**SCHEDULE 5<sup>23</sup>**

(Articles 14 and 15)

**REGISTRATION OF DEATHS**

**PART 1**

(Article 14)

**PARTICULARS OF DEATH AND ENTRY IN REGISTER**

PAGE		Anno Domini				DEATH IN THE PARISH OF				IN THE ISLAND OF JERSEY				
ENTRY NUMBER	DATE AND PLACE OF DEATH	FORENAMES AND SURNAME OF DECEASED	SEX	AGE	CAUSE OF DEATH	CIVIL STATUS AT THE TIME OF DEATH	DECEASED'S DATE AND PLACE OF BIRTH	PLACE OF BIRTH	SIGNATURE AND ADDRESS OF INFORMANT AND RELATIONSHIP TO THE DECEASED	DATE OF REGISTRATION	SIGNATURE OF REGISTRAR			



PART 2

(Article 15(1))

CERTIFICATE OF FACT AND CAUSE OF DEATH



MARRIAGE AND CIVIL STATUS (JERSEY) LAW 2001

MEDICAL CERTIFICATE OF THE FACT AND CAUSE OF DEATH  
to be completed only by an authorized registered medical practitioner and given to the informant

For official  
use only

I CERTIFY THAT -

PARTICULARS OF DECEASED

..... <sup>1</sup> born on .....	2
who resided at .....	
died on ..... At .....	3

CAUSE OF DEATH

<b>A</b> <input type="checkbox"/> To the best of my information and belief: <sup>4</sup>		Approximate interval between onset and death <sup>5</sup> ..... ..... .....
The disease or condition leading to death was	(a) ..... due to or (as a consequence of)	
Antecedent causes	(b) ..... due to (or as a consequence of)	
Morbid conditions, if any, giving rise to the above causes (record the underlying conditions last)	(c) .....	
Other significant conditions contributing to the death but not related to the disease or condition causing it		2
<b>B</b> <input type="checkbox"/> The cause of death is unknown. <sup>4</sup>		
<b>C</b> either <input type="checkbox"/> I know of no reason why this death should be reported to the police. <sup>6</sup> or <input type="checkbox"/> I have reported this death to the police/I understand this death has been reported to the [police] [Viscount]. <sup>6</sup>		

AUTHORITY TO GIVE CERTIFICATE

I am authorized to give this certificate by reason that -		
<input type="checkbox"/> I attended the deceased during his or her last illness, and I last attended ..... <sup>7</sup> days before the date of death, and I have viewed the body after death. <sup>8</sup>	<input type="checkbox"/> I have viewed the body after death, and I have been authorized by the Viscount to give this certificate. <sup>8</sup>	
Signed .....	Name .....	(PRINT)
Qualification: .....	Date .....	Address .....
SUPPLEMENTARY INFORMATION		
H&SS number for the deceased .....	Morbid conditions present but not contributing to death .....	
Surgical operations performed within 12 months of death .....	Accidents suffered by the deceased within 12 months of death .....	

<sup>1</sup> Insert deceased's full name, maiden name (if appropriate) and any known aliases.

<sup>2</sup> Insert day, month and year.

<sup>3</sup> Please include the parish in this address.

<sup>4</sup> Complete A or, if you cannot confidently identify the cause of death, tick B.

<sup>5</sup> Registrar: do not enter in the Register.

<sup>6</sup> Delete as required. The circumstances in which a death must be reported to the police are stated (overleaf).

<sup>7</sup> This must be a date not less than 14 days before the date of death.

<sup>8</sup> Tick whichever statement of authority applies and complete as required.

**Article 2 of the Inquests and Post-Mortem Examinations (Jersey) Law 1995 - Requirement to report death**

- A** Any person who has reason to believe that the deceased died -
- (a) as a result of violence or misadventure;
  - (b) as a result of negligence or misconduct on the part of others;
  - (c) from any cause other than the natural illness or disease for which he had been seen and treated by a registered medical practitioner; or
  - (d) under such circumstances as may require investigation,
- has a duty to report the death to a police officer.
- B** If a person dies whilst in police custody or in prison or another legal place of detention, the police officer having custody of him has a duty to report the death to the Viscount.
- C** If a person dies as a mental patient in any hospital, or in a mental nursing home, a children's home or a voluntary home, the person in charge of the hospital or home has a duty to report the death to a police officer.

**PART 3**

(Article 15(2))

**CERTIFICATE OF REGISTRATION OF DEATH**

Issued in conformity with Article 68 of the Marriage and Civil Status (Jersey)  
Law 2001

I the under signed Registrar of births, marriages and deaths for the parish of ..... certify that on the ..... day of ..... 20 , I registered the death of ..... aged ..... of ..... who died on the ..... day of ..... 20 and that the death has been registered in accordance with Article 62 of the Marriage and Civil Status (Jersey) Law 2001

This .....day of ....., 20 ,

*Signature* .....

Registrar

N.B. The registrar shall, having registered the death, give this certificate, free of charge, to the funeral director or to the person having charge of the burial, who shall deliver it either to the minister officiating at the funeral service or to the person responsible for the burial of the body.

**SCHEDULE 6<sup>24</sup>**

(Article 20)

**FEES, ETC.**

## 1. Fees payable under the Law –

Provision of Law	Description	Amount
Article 8(3)(c)	Fee on giving notice of marriage –	
	(a) where one or both of the persons to be married is ordinarily resident in Jersey	£60
	(b) where neither of the persons to be married is ordinarily resident in Jersey	£160
Article 11(1)	Fee for issue of Superintendent Registrar's licence	£60
Article 13(1)	Fee for issue of Superintendent Registrar's certificate for solemnization of marriage outside Jersey	£60
Article 15(4)	Fee for entry, certificate and notice of registration of building	£100
Article 17(5)	Fee for attendance of a parish registrar at a marriage solemnized in a registered building –	
	(a) between the hours of 8 a.m. and 4 p.m.	£60
	(b) between the hours of 4 p.m. and 7 p.m.	£80
Article 20(6)	(a) Fee for the use of the Superintendent Registrar's premises for solemnization of marriage	£60
	(b) fee for solemnization of marriage by the Superintendent Registrar at his or her premises –	
	(i) between the hours of	£60

	<p>8 a.m. and 4 p.m.</p> <p>(ii) between the hours of 4 p.m. and 7 p.m.</p> <p>(c) fee for solemnization of marriage by the Superintendent Registrar's delegate at the Superintendent Registrar's premises –</p> <p>(i) between the hours of 8 a.m. and 4 p.m.</p> <p>(ii) between the hours of 4 p.m. and 7 p.m.</p> <p>(d) fee for solemnization of marriage by Superintendent Registrar or the Superintendent Registrar's delegate at any other approved premises –</p> <p>(i) between the hours of 8 a.m. and 4 p.m.</p> <p>(ii) between the hours of 4 p.m. and 7 p.m.</p>	<p>£80</p> <p>£70</p> <p>£90</p> <p>£70</p> <p>£90</p>
Article 52(3)(b)	Fee on registration of a birth more than 21 days and less than 6 months after it has taken place (late registration)	£4
Article 57(6)	Fee on re-registration of birth of registered person	£4
Article 58(1)	Fee on registration of name after registration of birth	£5
Article 58(3)	Maximum fee for issue of baptismal certificate	£5
Article 60(1) and (2)	Fee for issue of short birth certificate	£5
Article 78(1)(b) and (2)(b)	Fee for copy of an entry in a book or register certified by a registrar or the Superintendent Registrar	£20
Article 78(2)(a)	Fee for search of indexes maintained by the Superintendent Registrar	£20 per hour or part of an hour

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Schedule 2A paragraph 2(1)	Fee on re-registration of surname where birth first registered before 31st October 2008	£50
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2. Sum payable under Article 8(3) of this Order      £2
3. Fee payable under Article 17(4) of this Order      £4

## ENDNOTES

### Table of Legislation History

Legislation	Year and No	Commencement
Marriage (Forms, Registration and Fees) (Jersey) Order 2002	R&O.33/2002	1 May 2002
Marriage and Civil Status (Forms, Registration and Fees) (Amendment) (Jersey) Order 2002	R&O.179/2002	1 January 2003
States of Jersey (Amendments and Construction Provisions No. 7) (Jersey) Regulations 2005	R&O.47/2005	9 December 2005
Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 2) (Jersey) Order 2007	R&O.27/2007	6 February 2007
Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 3) (Jersey) Order 2009	R&O.25/2009	9 March 2009
Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 4) (Jersey) Order 2010	R&O.131/2010	1 January 2011
Marriage and Civil Status (Forms, Registration and Fees) (Amendment No. 5) (Jersey) Order 2012	R&O.53/2012	2 April 2012

### Table of Renumbered Provisions

Original	Current
1(3), (4)	spent, omitted from this revised edition
13 of R&O.53/2012	20A

### Table of Endnote References

- <sup>1</sup> This Order has been amended by the States of Jersey (Amendments and Construction Provisions No. 7) (Jersey) Regulations 2005. The amendments replace all references to a Committee of the States of Jersey with a reference to a Minister of the States of Jersey, and remove and add defined terms appropriately, consequentially upon the move from a committee system of government to a ministerial system of government
- <sup>2</sup> chapter 12.600
- <sup>3</sup> chapter 12.600

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- <sup>4</sup> Article 3                    *substituted by R&O.53/2012*  
<sup>5</sup> Article 4                    *substituted by R&O.53/2012*  
<sup>6</sup> Article 5(1)                *amended by R&O.53/2012*  
<sup>7</sup> Article 5(2)                *amended by R&O.53/2012*  
<sup>8</sup> Article 6(1)                *substituted by R&O.53/2012*  
<sup>9</sup> Article 6(2)                *substituted by R&O.53/2012*
- <sup>10</sup> Article 7(1)                *amended by R&O.53/2012*  
<sup>11</sup> Article 7(3)                *substituted by R&O.53/2012*  
<sup>12</sup> Article 8(1)                *amended by R&O.53/2012*  
<sup>13</sup> Article 8(2)                *amended by R&O.53/2012*  
<sup>14</sup> Article 9                    *heading amended by R&O.53/2012*  
<sup>15</sup> Article 9(1)                *amended by R&O.53/2012*  
<sup>16</sup> Article 9(2)                *amended by R&O.53/2012*  
<sup>17</sup> Article 9(3)                *amended by R&O.53/2012*  
<sup>18</sup> Article 20A                *Article 13 of R&O.53/2012*  
<sup>19</sup>                                *R&O.53/2012*  
<sup>20</sup> Schedule 1                *amended by R&O.53/2012*  
<sup>21</sup> Schedule 2                *amended by R&O.53/2012*  
<sup>22</sup> Schedule 3                *amended by R&O.53/2012*  
<sup>23</sup> Schedule 5                *amended by R&O.53/2012*  
<sup>24</sup> Schedule 6                *amended by R&O.179/2002, R&O.27/2007, R&O.25/2009,  
R&O.131/2010, R&O.53/2012*