

## ***Civil Marriage Information for Staff***

Bride \_\_\_\_\_ Groom \_\_\_\_\_

Date of Marriage \_\_\_\_\_ Time \_\_\_\_\_

How many rings are there? \_\_\_\_\_

**The following questions apply only to wedding parties  
who have paid the accommodation fee to have guests**

\*How many guests are there? \_\_\_\_\_

\*Are any guests disabled? \_\_\_\_\_

\*Number of bridesmaids \_\_\_\_\_

\*Number of flower girls \_\_\_\_\_

\*Number of pageboys \_\_\_\_\_

\*Is bride to be escorted into the marriage room? \_\_\_\_\_

\*If yes by whom \_\_\_\_\_

\*Is there an official photographer? \_\_\_\_\_

\*Is there a video camera? \_\_\_\_\_

\*Any specific music requested? \_\_\_\_\_

\*Any readings requested? \_\_\_\_\_

\*If yes by whom and where in ceremony \_\_\_\_\_



Contact telephone number \_\_\_\_\_

If you wish to provide your own music or table decoration  
please consult a member of of staff who will be pleased  
to help you.

Any other relevant information?