



Pānui mō tētahi mārena e marohitia ana
E noho noa ai ngā tāngata tokorua i waho i Aotearoa

Notice of Intended Marriage
Where both parties ordinarily resident outside NZ



Applying more than 3 working days before getting married

If you are applying more than 3 working days before you intend to get married you can give notice online at <https://marriages.services.govt.nz>. The licence can be emailed to you or your celebrant. If you having a registry ceremony, it will be sent to your celebrant.

Applying less than 3 working days before you get married

If you are applying less than 3 working days before you get married, phone +64 9 339 0852 or Call free 0800 22 52 52 (NZ only).

Applying using this form

If you are giving notice using this form, only certain people can take the statutory declaration:

- A Registrar of Marriages in New Zealand
- Outside New Zealand, only those authorised persons listed on the next page.

Once the form is fully completed, post the form with fee to BDM Licence Application, Department of Internal Affairs, PO Box 10526, Wellington 6143, New Zealand

Instructions for authorised person if declaration is signed outside New Zealand

A couple can only get married in New Zealand if, for each person:

- the marriage is not prohibited by Section 15 of the Marriage Act - Refer to page 7, and
- if aged 16 or 17 years old, consent has been obtained from a Family Court Judge, and
- there is no lawful impediment to the intended marriage. A lawful impediment includes:
 - either party is already married or in a civil union; or
 - one of the parties to the marriage is under the age of 16 years; or
 - by reason of duress, mistake, or insanity, or for any other reason, there is an absence of consent by either party to marriage with the other party.

Witnessing the statutory declaration:

1. Check that you are authorised to take a statutory declaration - refer to page 2,
2. Confirm that the place of marriage is in New Zealand,
3. Check that the date of intended marriage is less than 3 months from the form that is declared,
4. Check the document for any alterations, erasures, blanks or gaps to ensure the form is fully completed,
5. All changes to the statutory declaration must be: ruled out with a single line; the new information written clearly above the line; and the new information initialed by the person witnessing that declaration,
6. Make sure the declarant understands what they are signing and that it is a crime to make a false declaration,
7. Ask the person "Do you sincerely and solemnly declare that you are the person referred to in this declaration and that the content is true and correct?" (or words to that effect),
8. Ask the declarant to sign and print their full name,
9. You as the authorised person witnessing the declaration must sign, print your full name and enter your qualification to witness the statutory declaration,
10. Give the form to the declarant. The declarant will post the form to BDM in New Zealand.

You must sign the statutory declaration before one of these people

The qualification of the person authorised to take a statutory declaration must be one of the following and depends on whether you are making the declaration in New Zealand, or outside New Zealand and in a Commonwealth country. If outside New Zealand and you are not sure if the country is a Commonwealth country refer to the list of member states at www.thecommonwealth.org

In New Zealand

- Registrar of Marriages (Refer to the list at the end of this form)

Commonwealth country other than New Zealand

- Commonwealth representative
- Justice of the Peace
- Notary Public
- Judge
- Commissioner of Oaths
- Solicitor of the High Court of New Zealand
- A person authorised by the law of that country to administer an oath for the purpose of judicial proceeding

A country other than a Commonwealth country

- Commonwealth representative
- Notary Public
- Judge
- Solicitor of the High Court of New Zealand

All of Australia

- Commonwealth representative
- Justice of the Peace
- Notary Public
- Judge
- Solicitor of the High Court of New Zealand
- Australian legal practitioner
- Court clerk or registrar who certifies his or her authority to take an oath for a judicial proceeding

Also, if in South Australia

- Commissioner for Affidavits

Also, if in Western Australia

- A mining registrar appointed under the Mining Act 1978

Also, if in the Northern Territory

- Commissioner for Oaths (by personal appointment)
- Member of the Legislative Assembly
- Member of the house of the Commonwealth elected to represent the Territory or a constituency in the Territory

Also, if in Queensland

- Commissioner of Declarations
- Conveyancer

- Australian Police are not authorised to take this statutory declaration, unless you are in the Northern Territory.
- Australian Pharmacists, Optometrists and Doctors are not authorised to take this statutory declaration.

England or Wales

- Commonwealth representative
- Justice of the Peace
- Notary Public
- Judge
- Solicitor of the High Court of New Zealand
- Court clerk or registrar who certifies his or her authority to take an oath for a judicial proceeding
- Commissioner of Oaths (by personal appointment)
- Solicitor
- Barrister
- Legal Executive
- Licensed Conveancer

Ireland or Nothern Ireland

- Commonwealth representative
- Justice of the Peace
- Notary Public
- Judge
- Solicitor of the High Court of New Zealand
- Court clerk or registrar who certifies his or her authority to take an oath for a judicial proceeding
- Solicitor

Scotland

- Commonwealth representative
- Justice of the Peace
- Notary Public
- Judge
- Solicitor of the High Court of New Zealand
- Person authorised by law of that country to administer an oath for the purpose of a judicial proceeding



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E noho noa ai ngā tāngata tokorua i waho i Aotearoa

Notice number

Notice of Intended Marriage

Where both parties ordinarily resident outside NZ

You can apply for a marriage licence online at marriages.services.govt.nz. Or, sign this application in person before an authorised person and post it with fee to BDM Licence Application, Department of Internal Affairs, PO Box 10526, Wellington 6143.

What you need to know

- You need to arrange your licence more than 3 working days before you get married. It expires after 3 months.
- Only one of you needs to complete the application, but you need information about both of you.
- It costs \$150 for a marriage licence or \$240 for a registry marriage.
- One of the parties must sign the application personally before an authorised person and make the required statutory declaration.
- You may be required to provide evidence of the dissolution of the most recent marriage or civil union of each of the parties, if any.
- You must complete all applicable fields

When you need to use a paper form

- Entering a civil union, or
- Changing your civil union to a marriage, or vice versa, or
- Aged 16 or 17 years old, or
- Giving notice in NZ to get married in the United Kingdom.



For more information refer to www.govt.nz/bdm.

You may be required to do it again if there are errors or missing information

SECTION 1: Notice details

Date or approximate date of marriage

(Within the next 3 months)

Date you intended to collect your licence

(In person at the office of the Registrar where notice is sent)

Full name of Marriage Celebrant

Denomination or organisation of Celebrant

(If applicable)

Full address of place you will get married

Alternative address for marriage e.g. wet weather alternative

(If applicable)

SECTION 2: Parties to marriage - Party 1 to marriage

Heading for Copy of Particulars and certificates/printouts of this marriage

Bride

Bridegroom

Partner

Current first and middle names

Current surname or family name

First and middle names at birth
(If different from above)

Surname or family name at birth
(If different from above)

Sex

Date of birth*
(dd/mm/yyyy)

Place of birth
(Town or city, and country if not NZ)

Occupation, profession or job

Usual residential address
Street number and name

Suburb

Town/city

Country
(If not NZ)

Postcode

Daytime phone number

Contact email address

What was your last relationship (if any)?

Never married or in a civil union

Marriage

Civil Union

**A) If previously married or in a civil union:
How did the relationship end?**

By dissolution/divorce

Death of a spouse/partner

B) Date the relationship legally ended**
(dd/mm/yyyy)

**If you were divorced in New Zealand and don't know the date, call the Ministry of Justice on 0800 268 787

Parent 1

Mother

Father

First and middle names

Surname or family name

Surname or family name at birth
(If different from above)

Parent 2

Mother

Father

Parent

First and middle names

Surname or family name

Surname or family name at birth
(If different from above)

*If you are aged 16 or 17 attach a consent from a Family Court Judge

Party 2 to marriage

Heading for Copy of Particulars and certificates/printouts of this marriage

Bride

Bridegroom

Partner

Current first and middle names

Current surname or family name

First and middle names at birth
(If different from above)

Surname or family name at birth
(If different from above)

Sex

Date of birth*
(dd/mm/yyyy)

Place of birth
(Town or city, and country if not NZ)

Occupation, profession or job

Usual residential address
Street number and name

Suburb

Town/city

Country
(If not NZ)

Postcode

Daytime phone number

Contact email address

What was your last relationship (if any)?

Never married or in a civil union

Marriage

Civil Union

If previously married or in a civil union:
A) How did the relationship end?

By dissolution/divorce

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B) Date the relationship legally ended**
(dd/mm/yyyy)

**If you were divorced in New Zealand and don't know the date, call the Ministry of Justice on 0800 268 787

Parent 1

Mother Father

First and middle names

Surname or family name

Surname or family name at birth
(If different from above)

Parent 2

Mother Father Parent

First and middle names

Surname or family name

Surname or family name at birth
(If different from above)

*If you are aged 16 or 17 attach a consent from a Family Court Judge

SECTION 3: After marriage**Where will you and your partner live once you are married?**

If you are on the New Zealand Electoral roll, the Electoral Commission will contact you for details of any changes (e.g. your surname) after your marriage. This helps to keep the Electoral roll up to date.

Street number and name**Suburb****Town/city****Country**
(If not NZ)**Postcode****SECTION 4: Statutory declaration****To be completed in front of the Registrar**

I solemnly and sincerely declare:

- (1) that the information provided in this notice is true; and
- (2) that I believe that the marriage is not prohibited by section 15 of the Marriage Act 1955; and
- (3) that , _____

being under the age of 18 years, the consent required by law to intended marriage have been given; and

- (4) that there is no lawful impediment to the intended marriage.

And I make this solemn declaration conscientiously believing the same to be true by virtue of the Oaths and Declarations Act 1957*.

Declared at (town or city)**This day of**

Day

Month

Year

Complete before a Registrar

Signature of party giving notice

Print full name of party giving notice

Registrar will sign and complete place and date of declaration

Signature of authorised person **OR** Registrar of Marriages**
(Cross one out)

Print full name of Registrar of Marriages

* Declaration may be made either: (a) When notice sent to Registrar of Marriages from overseas; or (b) When party attends an office of a Registrar of Marriages.

** Signature of authorised person (if declaration made before party's arrival in New Zealand) or Registrar of Marriages (if declaration made after party's arrival in New Zealand)

SECTION 5: Marriage licence fee and delivery

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Select **ONE** box below for each of the options given

The type of ceremony you are having is a

Personalised ceremony

If you are having a **personalised** ceremony, how would you like your licence sent?

- \$150 Marriage licence for a **personalised** ceremony
(Your celebrant may charge an additional fee. BDM does not set the level of that fee)
- \$5 Courier within New Zealand
(Complete delivery details below if you select courier)
- FREE Email to this address:

Registry ceremony

If you are having a **registry** ceremony your licence will be sent directly to your celebrant.

- \$150 **Registry** marriage ceremony
(You will need to pay an additional \$90 directly to your celebrant)

Delivery name

Street number and name

Suburb

Town/city

Country
(If not NZ)

Postcode

SECTION 6: Marriage certificate fee (optional)

Your marriage certificate will be sent to you after your ceremony and the marriage is registered

Quantity of marriage certificates required (\$33.00 each)

Shipment of marriage certificate (select **ONE** box)

- I want the item(s) sent by standard post \$0.00
- I want the item(s) couriered to a New Zealand address \$5.00
- I want the item(s) couriered to an overseas address \$15.00 - \$30.00
Australia, Asia, Pacific: **\$15** USA: **\$20** Europe: **\$25** Rest of world: **\$30**

Delivery name

Street number and name

Suburb

Town/city

Country
(If not NZ)

Postcode

SECTION 7: Payment

Do not post cash or card

- Please charge my credit card (Visa, MasterCard, American Express, Prezzy)

Card number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Card expiry date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>
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Name on card

Cardholder signature

Locations to sign this form

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Auckland Registry Office

12- 14 Nicholls Lane
Auckland

Manukau Registry Office

7 Ronwood Avenue
Manukau

Rotorua District Court

1162 Tutanekai Street
Rotorua

Tauranga District Court

26 McLean Street
Tauranga

Whakatane District Court

7 Pyne Street
Whakatane

Gisborne District Court

1 Customhouse Street
Gisborne

Hastings District Court

106 Eastbourne Street W
Hastings

Napier District Court

251 Hastings Street
Napier

Wairoa District Court

106-108 Queen Street
Wairoa

Dannevirke District Court

5-7 Gordon Street
Dannevirke

Levin District Court

9 Bristol Street
Levin

Ohakune (Ruapehu District Council)

59 Huia Street
Taumarunui

Palmerston North District Court

486 Main Street East
Palmerston North

Taihape District Court

10 Tui Street
Taihape

Taumarunui District Court

Miriama Street
Taumarunui

Whanganui District Court

Market Place
Whanganui

Kaikohe District Court

Station Road
Kaikohe

Kaitaia District Court

13 Redan Road
Kaitaia

Whangarei District Court

105-109 Bank Street
Whangarei

Hawera District Court

64-68 Princes Street
Hawera

New Plymouth District Court

Robe Street
New Plymouth

Hamilton District Court

116 Anglesea Street
Hamilton

Huntly District Court

4-6 Glasgow Street
Huntly

Matamata

Matamata-Piako District Council
Corner Tainui and Tui Street

Morrinsville District Court

31 Moorehouse Street
Morrinsville

Taupo District Court

Story Place
Taupo

Te Aroha

Matamata-Piako District Council
4-6 Glasgow Street

Thames District Court

505 Queen Street
Thames

Tokoroa District Court

Bridge Street
Tokoroa

Carterton District Council

50 Halloway Street
Carterton

Masterton District Court

Corner Dixon Street and Park Ave
Masterton

Ashburton District Court

Corner of Baring Square West and
Cameron Street, Ashburton

Christchurch Registry Office

Level 1, 120 Hereford Street
Christchurch

Timaru District Court

12-14 North Street
Timaru

Blenheim District Court

58 Alfred Street
Blenheim

Nelson District Court

200 Bridge Street
Nelson

Motueka

Arthur Woodcock Accountants
121 King Edward Street

Alexandra District Court

4-6 Kelman Street
Alexandra

Dunedin District Court

1 Dunbar Street
Dunedin

Queenstown District Court

36 Stanley Street
Queenstown

Gore District Court

6 Hokonui Drive
Gore

Invercargill District Court

33 Don Street
Invercargill

Greymouth District Court

60 Guinness Street
Greymouth

Westport District Court

11 Wakefield Street
Westport

Chatham Islands Police Station

Waitangi-Tuku Road
Chatham Islands

What are the legal requirements for all marriage ceremonies?

The legal requirements are that:

- The marriage must be performed by a Marriage Celebrant at the place(s) specified on the marriage licence; and
- The marriage must be performed in the presence of at least two witnesses; and
- During the ceremony, and before at least two witnesses, each party must say the words to each other *"I AB take you CD, to be my legal wife/husband"* or words to similar effect. The couple should say the words to each other rather than answering a question the marriage celebrant asks – although the marriage is still valid if the couple were asked a question; and
- Both parties and witnesses must sign the registration forms (Copy of Particulars of Marriage).

Both parties must sign the registration forms using their pre-married signatures according to their names on the Marriage Licence. For example, if one party intends to assume the other party's surname on marriage, they must sign the registration forms using their usual signature.

Children may act as witnesses if they understand the importance of the part they take in the recording of the marriage and can demonstrate that understanding in court if later required to do so.

What must happen at a registry marriage ceremony?

The Marriage Celebrant must officiate at the marriage ceremony. This includes:

- The formal identification of the parties named on the marriage licence (the celebrant must be satisfied that the persons about to be joined are in fact those named on the marriage licence); and
- The exchange of the marriage vows; and
- After both copies of the registration papers (Copy of Particulars of Marriage) have been signed and witnessed, the Marriage Celebrant must return the Registrars copy to the issuing Registry Office within 10 calendar days - the couple keep the other copy; and
- The Marriage Celebrant must take all reasonable steps to ensure the marriage is registered with Births, Deaths and Marriages.

Persons other than the Marriage Celebrant may be involved in the ceremony by, for instance, reading a poem.

There should be no doubt in the eyes of the couple, witnesses and attendees that the marriage ceremony was performed by a Marriage Celebrant.

Registry Ceremonies

Please be aware if you are considering having a registry ceremony that they are standardised to meet the legislative requirements of getting married, which includes standard marriage vows. There are limitations on the time the ceremony takes (usually 30 minutes), the space for guests and other persons may not generally be involved in the ceremony.

You may be required to produce evidence of dissolution of any previous marriages and civil unions.

Bride / Bridegroom / Partner descriptions: Each party must choose one description of either bride, bridegroom or partner according to each party's wishes.

Parents

Legal parents: Parties must include the details of their legal parents. If including details about same-sex parents, those must be the details of the party's adoptive parents, or the person's mother and her female spouse or partner where the circumstance in paragraph (b) of the following section applies.

Human assisted reproduction procedure

If a child was born as a result of an assisted human reproduction procedure (such as artificial insemination):

A) If the mother married, or entered into a civil union or de facto relationship with, a man who consented to the mother undergoing the procedure, that man's details should be entered as the Father.

B) If the mother married, or entered into a civil union or de facto relationship with a woman who consented to the mother undergoing the procedure, the mother's partners details can be entered as either Mother or Other parent, as per her preference.

Restrictions on marriage

Section 15: Marriage of persons within prohibited degrees of relationship void

1) Subject to the provisions of this section, a marriage which is forbidden by the provisions of Schedule 2 shall be void.

2) Any persons who are not within the degrees of consanguinity but are within the degrees of affinity prohibited by the said Schedule 2 may apply to the High Court for its consent to their marriage, and the court, if it is satisfied that neither party to the intended marriage has by his or her conduct caused or contributed to the cause of the termination of any previous marriage of the other party, may make an order dispensing with the prohibition contained in Schedule 2 so far as it relates to the parties to the application and, if such an order is made, that prohibition shall cease to apply to the parties.

3) The Registrar of the court where any order under this section is made shall send a copy in duplicate of the order to the Registrar-General.

4) No marriage not forbidden by the provisions of Schedule 2 shall be void only on the ground of consanguinity or affinity.

Schedule 2: Prohibited degrees of marriage

1) A person may not marry the person's-

- | | |
|-----------------------|--|
| (a) grandparent: | (h) grandparent's spouse or civil union partner: |
| (b) parent: | (i) parent's spouse or civil union partner: |
| (c) child: | (j) spouse's or civil union partner's parent: |
| (d) grandchild: | (k) spouse's or civil union partner's grandparent: |
| (e) sibling: | (l) spouse's or civil union partner's child: |
| (f) parent's sibling: | (m) child's spouse or civil union partner: |
| (g) sibling's child: | (n) grandchild's spouse or civil union partner: |
| | (o) spouse's or civil union partner's grandchild. |

2) The prohibited degrees of marriage apply whether the relationships described are by the whole blood or by the half blood.

3) In this schedule, spouse and civil union partner includes a former spouse or former civil union partner, whether alive or deceased, and whether the marriage or civil union was terminated by death, dissolution, or otherwise.

For further information

Website: www.govt.nz/bdm
Email: bdm.nz@dia.govt.nz
Call free: 0800 22 52 52
Overseas: (+64 9) 339 0852

Births, Deaths and Marriages
PO Box 10526
Wellington 6143

Privacy Statement: The information sought on this form is collected under the Marriage Act 1955 and is required for a Marriage Registrar to process the marriage licence application. Failure to complete the form could result in the application being declined. A person who makes, or causes to be made, a false declaration on this form will be liable on conviction to a fine or term of imprisonment, or both. If the marriage takes place, the information contained in this form will be transferred to the marriage registration form (the BDM45s) and form the basis of the registration of the marriage in accordance with the Births, Deaths, Marriages, and Relationships Registration Act 1995 (the "BDMRR Act"). If this information is so registered, it will be held on a public register, and may generally be accessed by any person on application (e.g. as a certificate or printout). Births, Deaths, and Marriages may also release it to certain government agencies, as authorised by law. The Privacy Act 1993 provides rights of access to, and correction of, personal information collected on this form. However, the BDMRR Act governs access to registered marriage information. Information about your rights to access and, where appropriate, correct the information, is available by contacting Births, Deaths and Marriages.