

## Registry Office Ceremony Civil Union Statements

Registry Office ceremonies are standardised to meet the legislative requirements of entering into a civil union, which includes the civil union statements. If you wish to personalise your civil union statements we recommend you have a ceremony before a civil union celebrant.

There are limitations on the time the ceremony takes (usually 10 minutes), the space for guests and other persons may not generally be involved in the ceremony. You may book a Registry Office ceremony at the same time as you give notice of your intended civil union and pay the fee. Please contact the Registry Office where you intend to enter into a civil union to discuss the arrangements.

The statements may be slightly different between Registry Offices but all will be similar to the following:

1.	<b>The Registrar will provide the parties with the correct words to be spoken during the ceremony.</b>
2.	<p><b>Registrar of Civil Unions will commence the ceremony by saying:</b></p> <p>My name is ..... I am a Registrar of Civil Unions, and it is my pleasure to welcome you all here today. Before we begin the ceremony I would ask that you check through your papers and ensure that your details are correct.</p> <p>Registrar to Party 1: Do you confirm that you are &lt;full name of party 1&gt;.</p> <p>Party 1 responds: Yes/No.</p> <p>Registrar to Party 2: Do you confirm that you are &lt;full name of party 2&gt;.</p> <p>Party 2 responds: Yes/No.</p> <p>Registrar: I will explain to you the nature of the short ceremony that follows: The law requires that each of you make a clear statement to your partner in my presence and in the presence of at least two other witnesses identifying yourselves by name and acknowledging that you are freely joining in a civil union with each other. The signing of the civil union registration papers then follows.</p>
3.	<p><b>The Registrar will call upon each party to make that statement:</b></p> <p>Party 1 to state: I &lt;full name of party 1&gt; acknowledge that I am freely joining in a civil union with you &lt;full name of party 2&gt;.</p> <p>Party 2 to state: I &lt;full name of party 2&gt; acknowledge that I am freely joining in a civil union with you &lt;full name of party 1&gt;.</p>
4.	<p><b>If rings are to be given then state the following:</b></p> <p>Registrar to Party 1: Please place the ring for your partner on his/her hand.</p> <p>Registrar Party 2: Please place the ring for your partner on his/her hand.</p> <p>Registrar: These rings serve as a symbol of the statements you have just made to each other.</p>
5.	<b>The Registrar will pronounce the parties to be lawfully joined in a civil union.</b>
6.	<p><b>The Registrar will then ensure the following details on the Copy of Particulars of Civil Union are completed:</b></p> <ul style="list-style-type: none"> <li>• The two witnesses names, addresses and signatures.</li> <li>• Signatures of both parties to the civil union.</li> <li>• The Registrar of Civil Unions will print their name and sign.</li> </ul>
7.	<b>The Registrar will give the couple their copy of the signed Copy of Particulars of Civil Union, and retain the other copy so that the civil union can be registered.</b>
8.	<b>The Registry Office ceremony is completed.</b>