

# WEDDINGBYBEN

✉ 48048, Hercules, Pretoria, 0030



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Office 012 377 3466



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[www.weddingbyben.com](http://www.weddingbyben.com)

Dear Lovebirds !!

Thanks for doing business with me. Please complete the booking forms and send it back to me as soon as possible.

When you have decided to make use of our service and have sent the booking form back, we need to meet each other within the last two weeks before the wedding to discuss the ceremony and make sure that all the documentation is in place. Please contact me closer to your wedding date to make an appointment to come to see me.

## **Legalities:**

1. A **Form BI 32A** is needed if any party is under the age of 21.
2. If the Bride is younger than 15 and the Bridegroom is younger than 18, permission to the marriage is needed from The Commissioner of Child Welfare.
3. A **Form BI 31** is needed if any party does not have an SA ID Document
4. If any party is divorced a photo copy of the final decree of divorce is needed
5. If any party is a widower or widow a copy of the death certificate is needed.
6. If any party is not a South African Citizen, copies of your Passport are needed and a **Form BI 31** is needed.

## **I will need all documentation and full payment BEFORE the date of your wedding:**

1. Clear Copies of your ID Documents.
2. Above mentioned documents – if applicable.
3. **The costs involved:**
  - a. Pulpit /Ceremony Fee: R1000.00 (R500.00 deposit to confirm booking and the balance on the day of your appointment)
  - b. Traveling Fee from Pretoria: R500.00, above 500km negotiable.  
*This covers the km cost to and from the venue*
  - c. **Legalities: Marriage certificate and registration of marriage: No Charge**
  - d. Unabridged Marriage Certificate: R600.00 (If you are going to live in another country than South Africa)

**NB: Deposits and Payments are Non Refundable if booking is cancelled.**

**Banking details** B H J Erasmus

Nedbank 2644499860

Branch 164445 (only if internet banking)

**NB: Bank Ref: YOUR FIRST NAMES & DATE OF THE WEDDING e.g.: John/Ann 261004**

**To check your marriage status on the population register on the internet visit:**

**[http://home-affairs.pwv.gov.za/status/marital\\_status.asp](http://home-affairs.pwv.gov.za/status/marital_status.asp)**

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## **BOOKING FORM**

Date of Wedding: \_\_\_\_\_ Time: \_\_\_\_\_

Name & Surname: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Ceremony: English or Afrikaans \_\_\_\_\_

Venues address and contact details:

\_\_\_\_\_  
 \_\_\_\_\_

Province in which venue is situated \_\_\_\_\_

Telephone numbers & Email address of the Venue \_\_\_\_\_

\_\_\_\_\_

Deposit Paid: Yes / No                      Amount Paid R \_\_\_\_\_

Date of payment / deposit into bank account: \_\_\_\_\_ Amount Paid: R \_\_\_\_\_

Where did you hear about me? Internet / Friend / Magazine / Other: \_\_\_\_\_

**Please send your application forms back to me A.S.A.P.  
 Any other documentation can be handed in when we meet to discuss your ceremony.**

***NS: Please include date and time of planned wedding in all correspondence.***

### **INFORMATION NEEDED FOR REGISTRATION OF MARRIAGE**

1. Planned Date of Wedding: \_\_\_\_\_ Time: \_\_\_\_\_

2. **Name and address of venue:** \_\_\_\_\_  
 \_\_\_\_\_

3. Distance from Pretoria Tuine to the Venue: \_\_\_\_\_

#### **INFORMATION OF THE GROOM / MAN :**

1 ID number: \_\_\_\_\_

2. Surname: \_\_\_\_\_

3. Forenames in Full: \_\_\_\_\_

Name you are called by friends and family: \_\_\_\_\_

4. Date of Birth: \_\_\_\_\_

5. Present Marital Status: \_\_\_\_\_

6. Country of Birth: \_\_\_\_\_

7. Telephone Numbers (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

#### **INFORMATION OF THE BRIDE / WOMAN:**

1. ID number: \_\_\_\_\_

2. Maiden Name (Surname you were born with) \_\_\_\_\_

3. Present Legitimate Surname: ( As in ID document) \_\_\_\_\_

4. Forenames in Full: \_\_\_\_\_

Name you are called by friends and family: \_\_\_\_\_

5. Date of Birth: \_\_\_\_\_

6. Present Marital Status: \_\_\_\_\_

7. Land of Birth: \_\_\_\_\_

8. Telephone Numbers (Work) \_\_\_\_\_ (Home) \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Email: \_\_\_\_\_

9. In terms of section 26 (1) of the Birth and Death Registration Act, as amended, a woman after her Marriage may:

- (a) assume her husband's surname;
- (b) resume a surname, which she bore at any prior time,
- (c) join her maiden surname or previous married surname with that of her husband or
- (d) retain her Maiden name.

**Pleased indicate in writing the surname under which you wish to be recorded in the populations register.**

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**PERMANENT RESIDENTIAL ADDRESS OF MARRIED COUPLE AFTER MARRIAGE:**

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**We hereby agree to the terms and conditions of this booking.**

**Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 2012**

\_\_\_\_\_  
**GROOM**

\_\_\_\_\_  
**BRIDE**