



*C*EREMONIES
in East Sussex

Weddings & Ceremonies



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Welcome

Congratulations on your upcoming celebrations. We're delighted you're considering holding your ceremony here in East Sussex.

Picturesque countryside, coastal charm, quaint medieval villages, and modern towns are just some of the things you'll find in beautiful East Sussex. Its outstanding natural beauty provide the perfect backdrop for those all-important photos.

Perfectly positioned on the South Coast, this inspirational part of the country, is the ideal place to celebrate your special occasion.

Whether you're planning a grand event or an intimate gathering of close friends and family, you'll be sure to find the perfect venue here in East Sussex, home to some of the best venues in the country.

A list of venues licensed for marriages and civil partnerships can be found in the back pages of this brochure or on our website ceremoniesineastsussex.co.uk/find_your_perfect_venue.

Our team of highly trained Registrars and Celebrants take great pride in the care and dedication given to each person and the ceremonies they deliver. Ensuring your ceremony is one you'll remember and treasure.

There's little we don't know about weddings and ceremonies and will be on hand every step of the way to offer support, guidance, and answer any questions you may have.

As well as this brochure our Ceremonies Website is full of all the information you need to plan your ceremony in East Sussex. ceremoniesineastsussex.co.uk

We look forward to celebrating with you.

Contact us



0345 60 80 198



ceremonieshub@eastsussex.gov.uk



ceremoniesineastsussex.co.uk



Getting Married



Whatever kind of wedding you are planning, getting married in East Sussex will be a special occasion for everyone involved. And to ensure you have a ceremony that suits your tastes as a couple, you are welcome to customise with the inclusion of personal additions such as music, readings, poems, and personal vows.

The first thing to decide is where your wedding ceremony will take place. For a civil marriage ceremony to be legal it must take place in a licensed venue or Register Office. East Sussex has over 90 wonderful venues licensed for civil marriages, and four Register Offices; located in Crowborough, Eastbourne, Hastings, and Lewes. A list of all licensed venues can be found in the back pages of this brochure and on our website ceremoniesineastsussex.co.uk/find_your_perfect_venue.

Once you have decided on your venue contact us to book your Registrars. If you are getting married at one of our Register Offices, the venue and Registrars will be booked during the same process. For all other venues you will need to contact the venue directly to confirm their availability and book them and then contact us to book Registrars to attend your ceremony.

We take bookings up to three years in advance and require payment in full on booking. For ceremony fees visit our website ceremoniesineastsussex.co.uk/fees.

A confirmation email will be sent to you once a booking has been made. This will provide information about the next steps and useful links to help you in the planning of your special day.

Before getting married both of you will be required to give notice. This is a legal process that must be completed before your ceremony. For more information about giving notice see page 10 or visit ceremoniesineastsussex.co.uk/giving-notice.

We look forward to celebrating your wedding with you.

Contact us



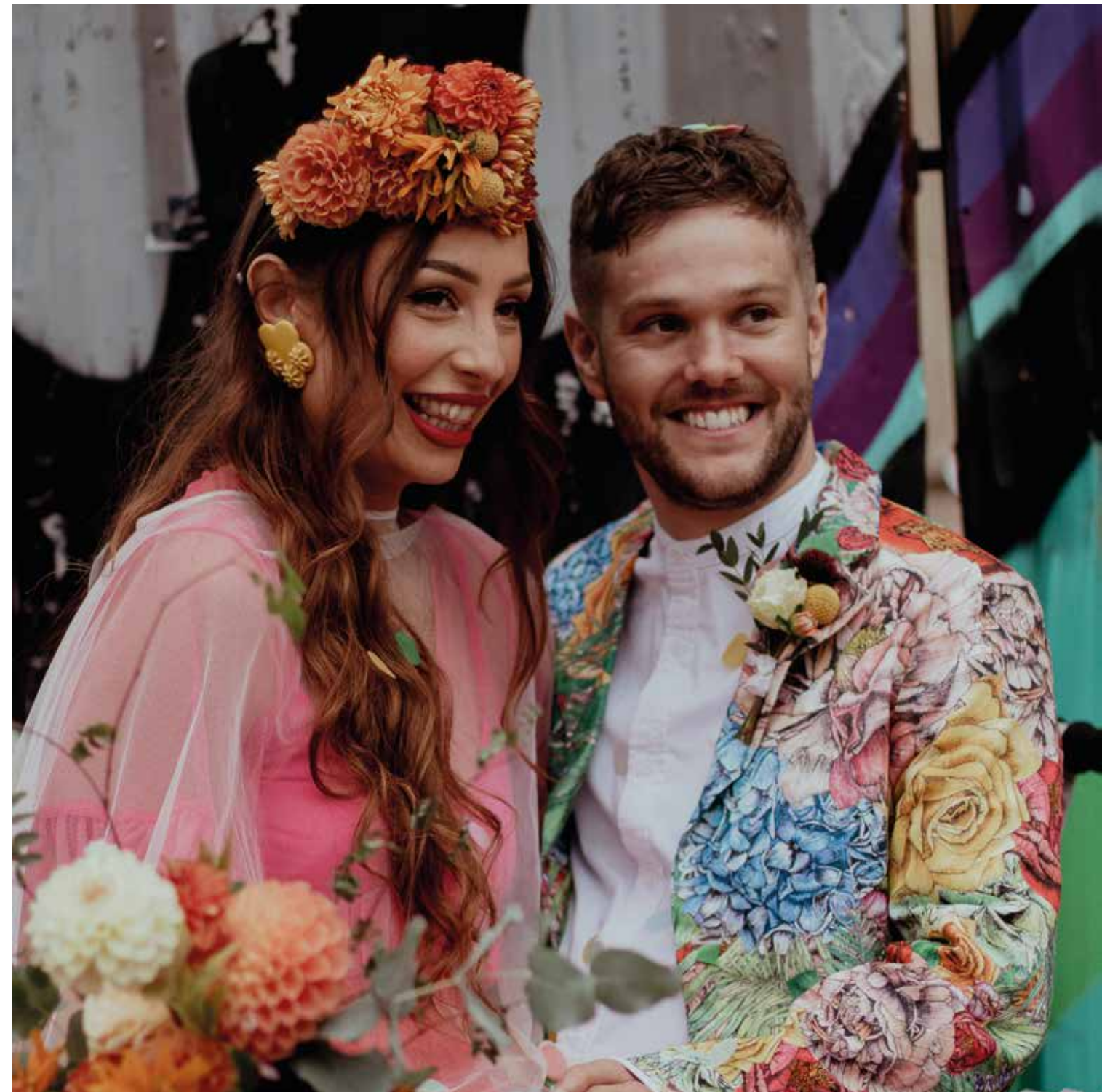
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Forming a Civil Partnership

Civil partnerships are available to both same-sex and opposite-sex couples as an alternative to marriage.

Whatever kind of civil partnership you are planning East Sussex provides everything you need for the perfect civil partnership celebration. You are free to celebrate in any way you choose from a simple schedule signing to a ceremony with family and friends.

Having a civil partnership ceremony gives you the opportunity to celebrate with your loved ones and include personal additions such as music, readings, poems, and personal vows.

The first thing to decide is where you will form your civil partnership. For a civil partnership to be legal it must take place in a licensed venue or Register Office. East Sussex has over 90 wonderful venues licensed for civil partnerships, and four Register Offices; located in Crowborough, Eastbourne, Hastings, and Lewes. A list of all licensed venues can be found in the back pages of this brochure and on our website [ceremoniesineastsussex.co.uk /find_your_perfect_venue](https://ceremoniesineastsussex.co.uk/find_your_perfect_venue).

Once you have decided on your venue contact us to book your Registrars. If you are forming a civil partnership at one of our Register Offices, the venue and Registrars will be booked during the same process. For all other venues you will need to contact the venue directly to confirm their availability and then contact us to book Registrars to attend your ceremony.

We take bookings up to three years in advance and require payment in full on booking. For ceremony fees visit our website ceremoniesineastsussex.co.uk/fees.

A confirmation email will be sent to you once a booking has been made. This will provide information about the next steps and useful links to help you in the planning of your special day.

We look forward to celebrating with you.

It is advisable to conduct your own research before booking a civil partnership, especially if either of you is a foreign national and/or are planning on living abroad, as there may be difference in how civil partnerships are recognised in other countries.

More information about the differences between a marriage and a civil partnership can be found on the Gov UK website gov.uk.

Legal Preliminaries

Before forming a civil partnership both of you will be required to give notice, this is a legal process that must be completed before you can form a civil partnership. For more information about giving notice see page 10 or visit ceremoniesineastsussex.co.uk/giving-notice.

Converting a Civil Partnership

In certain circumstances same-sex couples may be able to convert their existing civil partnership to a marriage. For further information about this process visit ceremoniesineastsussex.co.uk/civil-partnerships or call the Ceremonies Hub on 0345 60 80 198.

Contact us



0345 60 80 198



ceremonieshub@eastsussex.gov.uk



ceremoniesineastsussex.co.uk



Giving Notice

Anyone wishing to marry or form a civil partnership in England or Wales is legally required to give notice in person by appointment at their local Register Office.

- A statutory notice fee is payable.
- You must decide on the type of ceremony you will have (either a marriage or civil partnership) and the ceremony venue. Neither the type of ceremony nor the venue can be changed once notice has been given. Changing these will require you needing to give notice and pay the statutory fee again.
- Notice cannot be given more than 12 months in advance.
- Notices are valid for 12 months. If your marriage or civil partnership does not take place within that time you will need to give new notices and pay the notice fee again.
- Notice must be given at a Register Office in the district where you live regardless of where your marriage or civil partnership is taking place.
- Each of you must provide certain ID documents to the Registrar at the notice appointment.

If you and/or your partner live outside England and Wales

A residency in England or Wales must be established before you can give notice. You must have resided at one address for a least 7 consecutive days prior to giving notice (this works out as 9 days, as the day of arrival and day of your appointment do not count). You do not need to remain at this address or within the country once notice has been given.

If you and your partner are both 'relevant nationals' or have a Marriage or Fiancé/e Visa

Relevant nationals for the purpose of marriage/civil partnership in the UK are British, Irish or EU citizens with European Union Settled Status (EUSS).

- Notices must be given at a Register Office in the district where you live. If you and your partner live in different districts, you will need to give notice separately in your own local districts.
- Notices must be given at least 29 days before your marriage or civil partnership.
- A statutory waiting period of 28 full days must pass before you are able to marry or form a civil partnership.

If either you or your partner are foreign nationals and you do not have a Marriage or Fiancé/e Visa

- You must both attend the Register Office together, in the district where you live. If you live in separate districts, you can choose which district to give notice in.
- Notices will be referred to the Home Office for approval.
- A statutory waiting period must pass before you are able to marry or form a civil partnership. The waiting period will either be 28 or 70 days. This decision will be made by the Home Office.

For further information about giving notice visit ceremoniesineastsussex.co.uk/giving-notice

To book an appointment at an East Sussex Register Office call **0345 60 80 198**.



Notice Documents

You will each be required to provide certain identification documents to the Registrar at your notice appointment.

- All documents must be originals, photocopies are not acceptable.
- All documents must be valid and in date.

Failure to provide the correct documents may result in the cancellation of your appointment and loss of your notice fee.

Evidence of name, age & nationality

British Citizens – Valid UK passport.

If you do not hold a valid UK passport.

You can provide the following, depending on your date of birth:

- **Before 1 January 1983** – Your UK birth certificate together with another document, showing current use of name (e.g. valid UK photo card driving licence).
- **After 1 January 1983** – Your full UK birth certificate (showing parents details) plus your Mother's UK birth certificate (or your Father's UK birth certificate, if your parents are or have been married to each other).
- **After 1 July 2006** – Your full UK birth certificate (showing parents details) plus evidence of either parent's British nationality/citizenship or settled status at the time of your birth. (E.g. full UK birth certificate, or passport showing the relevant parent as a British Citizen or indicating they had indefinite leave to enter or remain at the time of your birth).

Irish Citizens – Valid Irish passport

EU Citizens with settled status (EUSS) – Valid EU passport and EUSS share code. You can obtain a share code by visiting gov.uk/view-prove-immigration-status.

EU Citizens without settled status and for all other nationalities – valid passport and evidence of your appropriate visa or immigration status.

Evidence of your address

One of the below

- **Valid UK Driving Licence.**
- **Council Tax Bill** – Dated within 12 months of your appointment.
- **Utility Bill** – Dated within 3 months of your appointment (mobile phone bills and tv contracts cannot be used as evidence of your address).
- **Bank or Building Society Statement** – Dated within 1 month of your appointment.

Evidence of change of name

If you are using a different name to the one used on your documents or are known by more than one name, you must provide further evidence to link all your names. Such as:

- A previous marriage or civil partnership certificate.
- Change of name document.

Evidence of the legal ending to any previous marriage or civil partnership

- **Decree Absolute, Final Order, or Dissolution Order**
If you are using a different name to the one shown on your divorce papers, you will need to provide documents linking your names. This may be in the form of your previous marriage/civil partnership certificate or change of name documents.

If your paperwork is in another language you will need to provide the original court issued document along with an English translation.

Authorisation of foreign divorce or dissolution papers may incur a fee. Please call us for details 0345 60 80 198.

- **Death certificate of your late spouse or civil partner**
If you are not named on the death certificate, you will also need to bring an original marriage or civil partnership certificate.

For further information about giving notice visit ceremoniesineastsussex.co.uk/giving-notice

To book a notice appointment at an East Sussex Register Office call **0345 60 80 198**.

Any person who knowingly and wilfully gives false information to a Registrar for insertion on a marriage or civil partnership schedule or makes a false declaration to secure a marriage or civil partnership is liable to prosecution for perjury.



Booking your Registrars

Once you have decided where you would like your ceremony to take place, you will need to contact the Ceremonies Hub to book your Registrars.

If your ceremony is taking place at one of our Register Offices, the venue and Registrars are booked during the same process. If your ceremony is taking place at another venue, you will need to contact that venue directly to confirm their availability and book them. You will then need to contact us to book Registrars to attend.

Bookings can be made up to 3 years in advance. You will be charged at the current year's fees, regardless of your ceremony date.

Fees are payable in full on booking. Fees can be found on our website ceremoniesineastsussex.co.uk/fees

A confirmation email will be sent to you once a booking has been made. This will provide information about the next steps and useful links to help you with the planning of your special day.

For further information visit ceremoniesineastsussex.co.uk/plan-your-ceremony.



Contact us to book your Registrars



0345 60 80 198



[ceremoniesineastsussex.co.uk contact-us](https://ceremoniesineastsussex.co.uk/contact-us)



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Register Office Ceremonies

East Sussex has four Register Offices located in Crowborough, Eastbourne, Hastings, and Lewes.

Our offices provide the choice of 12 ceremony rooms, each offering an elegant setting suitable for any occasion.

Whether you're planning a small and intimate affair or a grand celebration, our range of ceremony rooms cater to all styles and budgets, allowing you the freedom to have a ceremony that suits you.

Register Office ceremonies can be personalised with a reading, music, and personal vows.

Each Register Office has at least one accessible ceremony room. If you or any of your guests have any accessibility needs, you may need to consider which room will be most suitable.

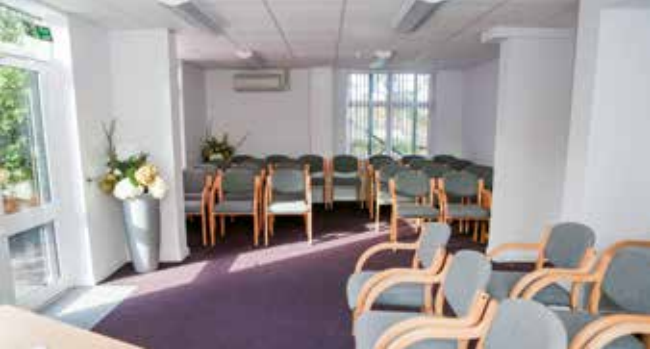
There are no changing room facilities available at any of the Register Offices, so please arrive dressed and ready for your ceremony.

For further information visit ceremoniesineastsussex.co.uk/register-offices



Crowborough Register Office Hookstead

Crowborough Register Office is located at Hookstead, close to the Ashdown Forest on the East Sussex and Kent border.



The Mackenzie Room
Room Capacity: 40 | Seated Capacity: 40

This bright and airy room is fully accessible, located on the ground floor, with access to a small garden which you are free to use for photos following your ceremony.

Room capacities include you, your partner, all guests (including witnesses', babies, and children) and any photographers, videographers, musicians, and singers.

There is free parking available on site, subject to availability.



Eastbourne Register Office Eastbourne Town Hall

Built in the 1800s in traditional Victorian style the historic Town Hall is home to Eastbourne Register Office. Approaching the Town Hall, you are greeted by a magnificent stone portico, and a 130-foot-high clock tower. Inside a grand staircase awaits you, with a stunning stained-glass window on the half landing providing the perfect backdrop for your photos.

Eastbourne Register Office offers you the choice of four ceremony rooms. Room capacities include you, your partner, all guests (including witnesses', babies, and children) and any photographers, videographers, musicians, and singers.

Mayor's Parlour Room Capacity: 20 | Seated Capacity: 8 to 10



Located within the bell tower, on the first floor of the Town Hall, the Mayor's Parlour is a circular room with a beautiful domed ceiling. Two ornate sofas provide seating for 8 to 10 guests. This room is perfect for the more intimate celebration.

Court Room Room Capacity: 80 | Seated Capacity: 80



The largest of all the ceremony rooms, accommodating celebrations of up to 80 people, the Court Room features two magnificent chandeliers and is decorated in blue and cream. The Court Room is located on the ground floor and can be booked for weekend ceremonies, subject to availability.

Council Chamber Room Capacity: 60 | Seated Capacity: 60



With its beautiful oak-panelled walls adorned with paintings and portraits, deep red colour palette and a central aisle, the historic Council Chamber is the ideal setting for any occasion. The Council Chamber is located on the first floor and can be booked for weekend ceremonies, subject to availability.



Southbourne Suite Room Capacity: 40 | Seated Capacity: 30

An elegant room decorated in teal and duck egg blue, with peacock print wallpaper and a stunning chandelier. The Southbourne Suite is a beautiful room located on the ground floor of the Town Hall.

Hastings Register Office Hastings Town Hall

This beautiful Victorian building with original stained-glass windows is home to Hastings Register Office. Inside this historic building you will find a wealth of grandeur, including a Gothic-style marble staircase and several portraits.

Hastings Register Office offers you the choice of three ceremony rooms. Room capacities include you, your partner, all guests (including witnesses', babies, and children) and any photographers, videographers, musicians, and singers.

Council Chamber
Room Capacity: 60 | Seated Capacity: 60



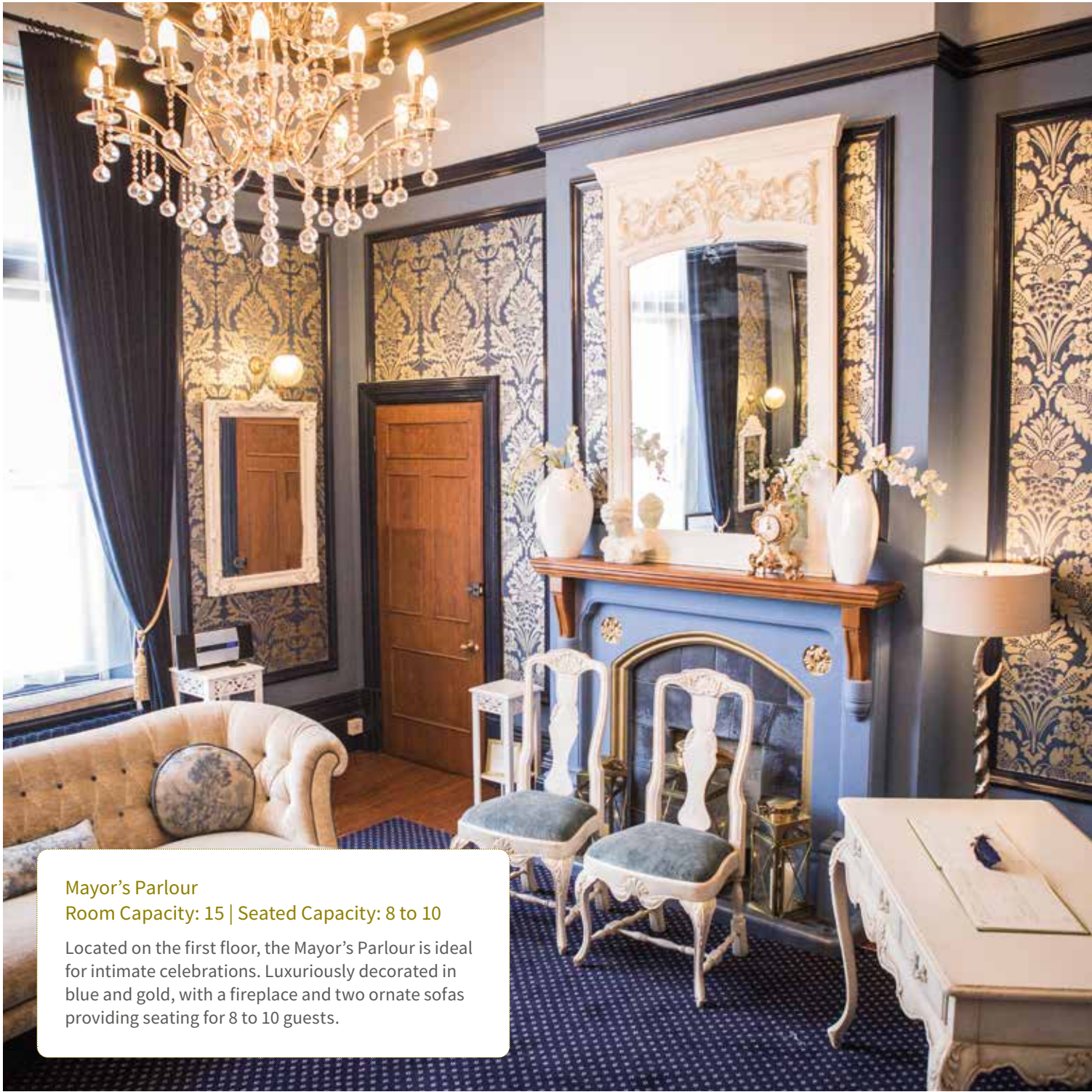
A spacious room with oak panelled walls and rich red carpet and chairs. The Council Chamber is located on the first floor of the town hall. Set behind large ornate doors this magnificent room with a large, vaulted ceiling, stained-glass windows, Bath stone fireplace and a central aisle is perfect for larger celebrations.



Rossetti Room
Room Capacity: 20 | Seated Capacity: 8 to 10



Named after the poet and painter Dante Gabriel Rossetti, who in 1860 wed artist and poet Elizabeth Siddal here in Hastings. A framed copy of their marriage certificate hangs on the wall. Inspired by the Victorian Arts and Crafts movement, the décor includes William Morris-style wallpaper and two bottle green Chesterfield style sofas. A print of Rossetti's 'La Ghirlandata' hangs above the fireplace. The Rossetti Room is located on the ground floor.



Mayor's Parlour
Room Capacity: 15 | Seated Capacity: 8 to 10

Located on the first floor, the Mayor's Parlour is ideal for intimate celebrations. Luxuriously decorated in blue and gold, with a fireplace and two ornate sofas providing seating for 8 to 10 guests.

Lewes Register Office Southover Grange

Striking, elegant and full of character this magnificent 16th Century Grade II* listed manor house sits within the picturesque Southover Grange public gardens. It has been lovingly restored back to its former glory while retaining its character and charm. Southover Grange provides a romantic and elegant setting for any occasion.

Lewes Register Office provides you the choice of four ceremony rooms. Room capacities include you, your partner, all guests (including witnesses', babies, and children) and any photographers, videographers, musicians, and singers.

Winterbourne Suite Room Capacity: 15 | Seated Capacity: 15



Located on the first floor the Winterbourne Suite is perfect for small and intimate ceremonies. Decorated in blue and silver with a small window overlooking the gardens.

Please note that as a listed building, Southover Grange does not have lift access to the area of the first floor, where the Winterbourne Suite is located. This room is therefore not accessible to anyone who may require assistance using the stairs. If you or any of your guests have accessibility requirements, please consider this when choosing your ceremony room.

Evelyn Room Room Capacity: 20 | Seated Capacity: 12 to 15



A light and airy room with views over the stunning gardens. Neutrally decorated to suit all tastes. Two ornate sofas and a window seat provide seating for 12 to 15 guests. The Evelyn Room is located on the ground floor of Southover Grange.

Newton Room Room Capacity: 60 | Seated Capacity: 60



A bright and warm room with a central aisle and a carved wooden fireplace, finished with red and gold cushioned seats for you and up to 58 guests. The Newton Room is located on the ground floor of Southover Grange.

Southover Grange gardens are managed by Lewes District Council. If you have any questions regarding the use and byelaws please contact lewes-eastbourne.gov.uk/contact-us



Ainsworth Room Room Capacity: 60 | Seated Capacity: 60

Similarly decorated to the Evelyn Room, the Ainsworth Room is perfect for larger celebrations. This room features a central aisle, two chandeliers and large windows looking onto the Southover Grange gardens. The Ainsworth Room is located on the ground floor.

Eco-Friendly Celebrations

It's not hard to see the impact our choices are having on the environment, so it's no surprise that more and more couples are looking for ways to make their special day more sustainable.

Going green doesn't mean having to compromise on style. You can still have all those gorgeous details without breaking the bank, and the planet will thank you too.

It's a nice day for a 'Green' wedding.

Here are some tips to get you started.

Venue

- Location, location, location.
- Choosing a venue close to you will mean less travel, reducing the carbon footprint of your ceremony.
- Choose a venue that takes sustainability seriously.

Food & Drink

- Opt for local, organic, & seasonal ingredients
- Go veggie
- Have an organic cake
- Donate leftovers

Clothing

- Go vintage
- Shop pre-loved
- Hire your outfit
- Made to measure – choose an ethical designer
- Choose something you will re-wear

Flowers

- Opt for locally grown
- Go seasonal
- Grow your own
- Avoid floral foam
- Say no to plastic packaging

Décor

- Avoid single use items
- Rent what you can
- Upcycle items you already have
- Incorporate nature
- Throw eco confetti

Stationery

- Reduce the paper
- Create a wedding website
- Choose recycled & recyclable materials
- Opt for non-toxic inks

Register Responsibly

- Ask for donations to your chosen charity
- Ask guests to plant a tree
- Make an eco-friendly gift list

Visit ceremoniesineastsussex.co.uk/eco-celebrations for more green ideas.



On the Day

Ceremony Start Time

You and your guests should arrive in plenty of time and be ready for your ceremony to begin on time. If your ceremony is late starting the Registrars may need to make amendments to reduce the ceremony duration, ensuring delays do not affect any ceremonies taking place later that same day.

Pre-Ceremony Interviews

Both of you must meet with the Registrars for a pre-ceremony interview, immediately before your ceremony. These interviews are brief and will take place in private at your ceremony venue. You can choose whether you are interviewed together or separately.

If your ceremony is taking place at a register office and you wish to be interviewed separately, The first person will meet the Registrars 20 minutes before the ceremony, and the second person 10 minutes before. If you're being interviewed together, please be ready 20 minutes before your ceremony.

If your ceremony is taking place at a licensed venue and you wish to be interviewed separately, the first person will meet the Registrars 30 minutes before the ceremony, and the second person 15 minutes before. If you're being interviewed together, please be ready 30 minutes before your ceremony.

Marriage Vows

During a marriage ceremony each of you are required to say certain legal vows, which you will repeat after the Registrar. There are three options of legal vows which you can choose from when completing your Ceremony Options Form. You may also include personal vows if you wish.

Civil Partnership Declaration

Rather than spoken vows you must both instead read a legal declaration which you may choose to read aloud should you wish. You may include personal promises if you would like.

Witnesses

You are legally required to have two witnesses present during your marriage or civil partnership. Witnesses should be over 16, speak English and understand what they are witnessing. Witnesses do not need to provide ID. You must arrange your own witnesses, we are unable to provide them for you.

Photos, Videos & Social Media

We know how important it is to capture those special moments, which is why we are more than happy for photos and videos to be taken throughout your ceremony. If you would prefer that photo taking is left to your official photographer or that your special day isn't shared on social media just let the Registrar know and they will make your guests aware at the start of your ceremony.

Certificates

Legal certificates cannot be issued on the day of your ceremony. These will be posted to you within 2 weeks of your ceremony date.

If you require additional certificates and your ceremony has not yet taken place, call the Ceremonies Hub on **0345 60 80 198**.

To order certificates for a ceremony that has already happened in East Sussex (excluding Brighton & Hove) visit the East Sussex County Council website eastsussex.gov.uk/registration/copies.

Confetti

Where it is permitted, we encourage the use of eco-friendly confetti (e.g. flower petals, leaves, bird seed or other biodegradable confetti). Please speak to your venue directly to check whether confetti is allowed. Please note confetti is not permitted at any of our Register Offices, or in the Southover Grange gardens.



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Celebration Ceremonies

Celebration ceremonies allow you to mark those all-important life events. Our Celebrants will ensure they make your day special whatever the occasion, allowing you to celebrate however you wish. Please note celebration ceremonies have no legal status.

Bespoke celebration ceremonies are ideal if:

- Your ceremony location isn't licensed for legal marriage & civil partnership ceremonies
- You were married abroad and want to celebrate at home
- You wish to include spiritual or religious rituals
- You are converting your civil partnership to a marriage
- You are marking a special occasion

The law states that legal marriage and civil partnership ceremonies must take place in a licensed venue and cannot contain religious content. These bespoke ceremonies allow you to celebrate where and how you wish without the legal constraints of a binding marriage or civil partnership ceremony. Celebration ceremonies can be combined with a legal ceremony if needed.

Where can we hold our ceremony?

Where you choose to celebrate is a personal and important decision, with a celebration ceremony we welcome you to celebrate anywhere* you choose. Yes, even in your back garden!

*subject to a satisfactory risk assessment. Excludes religious premises.

What can we include in the ceremony?

We invite you to personalise your ceremony in any way you choose. It should include all those things that are important to you. Whether you want to stick to traditions or create your own, your ceremony can be whatever you want it to be with Ceremonies in East Sussex.

Whatever the perfect ceremony means to you we're here to help make it happen.

Combining a legal ceremony

If you require the addition of a legally binding marriage or civil partnership ceremony you will need to decide where and when you would like this to take place. Your legal ceremony can take place on the same day as your celebration ceremony, or in the days prior to or following your celebration ceremony. For further information see page 6 for marriages and page 9 for civil partnerships.

We look forward to celebrating with you.

Further information about Celebration Ceremonies and the fees payable can be found on our website ceremoniesineastsussex.co.uk/ceremonies

Contact us now to book



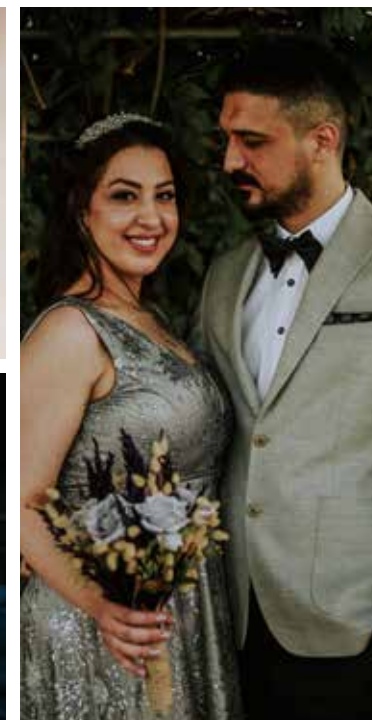
0345 60 80 198



ceremonieshub@eastsussex.gov.uk



ceremoniesineastsussex.co.uk



Naming Ceremonies



The perfect alternative to a christening or baptism. Suitable for children of any age, providing the perfect opportunity for family and friends to come together and celebrate your new arrival or welcome step, or adoptive children into your family.

What happens during the ceremony?

Each child and their families are different, that is why we invite you to personalise your ceremony to include all those things important to you. Our dedicated Celebrants will work with you to ensure your ceremony is both memorable and meaningful. You are welcome to personalise all aspects of the ceremony and we are happy to discuss your ideas.

Where can we hold the ceremony?

Naming Ceremonies can take place anywhere* in East Sussex. East Sussex is home to a fantastic variety of venues, perfect for family celebrations, including our four Register Offices.

Booking a Naming Ceremony

Once you have decided where and when, contact us to book your Celebrant Registrar.

If your Naming Ceremony is taking place at one of our Register Offices, the venue and Celebrant are booked during the same process. If you have chosen to hold the ceremony at another venue you will need to contact them directly to check availability and book them. You will then need to contact us to book your Celebrant.

Further information about our Naming Ceremonies and the fees payable can be found on our website ceremoniesineastsussex.co.uk/naming-ceremonies

Contact us

☎ 0345 60 80 198
✉ ceremonieshub@eastsussex.gov.uk
🌐 ceremoniesineastsussex.co.uk

*subject to a satisfactory risk assessment. Excludes religious premises.

Renewing your Vows



Renewing your vows is a wonderful way of celebrating your relationship, continuing love, and friendship. A personal ceremony to reconfirm your commitment to each other.

There are many reasons couples choose to renew their vows.

- Celebrate a special anniversary
- Mark a significant birthday
- Or those that just want to do it all over again!

Whatever your reasons, we will help create the perfect celebration.

What happens during the ceremony?

Each couple is different and that is why we invite you to personalise your ceremony to include all those things important to you both, including events and milestones reached. Our dedicated Celebrants will work with you to ensure your ceremony is both memorable and meaningful. You are welcome to personalise all aspects of the ceremony and we are happy to discuss your ideas.

Where can we hold the ceremony?

Renewal of Vow Ceremonies can take place anywhere* in East Sussex. East Sussex is home to a fantastic variety of venues perfect for a celebration such as this, including our four Register Offices.

Booking a Renewal of Vows Ceremony

Once you have decided where and when, contact us to book your Celebrant Registrar.

If your Ceremony is taking place at one of our Register Offices, the venue and Celebrant are booked during the same process. If you have chosen to hold the ceremony at another venue you will need to contact them directly to check availability and book them. You will then contact us to book your Celebrant.

Further information about our Renewal of Vow Ceremonies and the fees payable can be found on our website ceremoniesineastsussex.co.uk/renewal-of-vows

Contact us

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*subject to a satisfactory risk assessment. Excludes religious premises.

Outdoor Ceremonies



Scenic countryside, rolling hills and quintessential British coast are just a few reasons why East Sussex is the perfect place for an outdoor ceremony. If you have your heart set on celebrating your special day in the great outdoors, then look no further. With nature as your backdrop and East Sussex home to some of the most stunning beauty spots why look anywhere else?

If you dream of a festival wedding, a woodland celebration, or a ceremony under the stars let Ceremonies in East Sussex help make it reality.

Will an outdoor ceremony be legal?

Since April 2022, legal marriage and civil partnership ceremonies are able to take place in an approved outdoor space of an already licensed venue. These changes apply

to licensed venues only and cannot be applied to religious premises or other outdoor areas that are not part of the grounds of a licensed venue.

Many licensed venues in East Sussex have approved outdoor spaces where you can hold your legal ceremony. A list of licensed venues can be found in the back pages of this brochure or on our website ceremoniesineastsussex.co.uk/find_your_perfect_venue.

If your chosen location isn't licensed, don't panic! See our Celebration Ceremonies on page 28 for more information.

For further information about outdoor ceremonies visit ceremoniesineastsussex.co.uk/outdoor-ceremonies

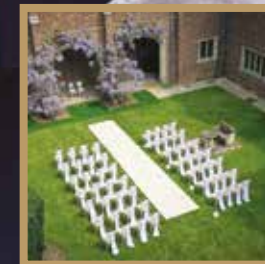
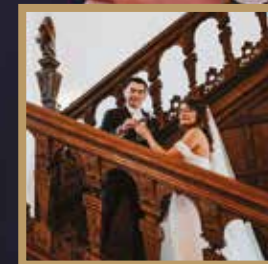
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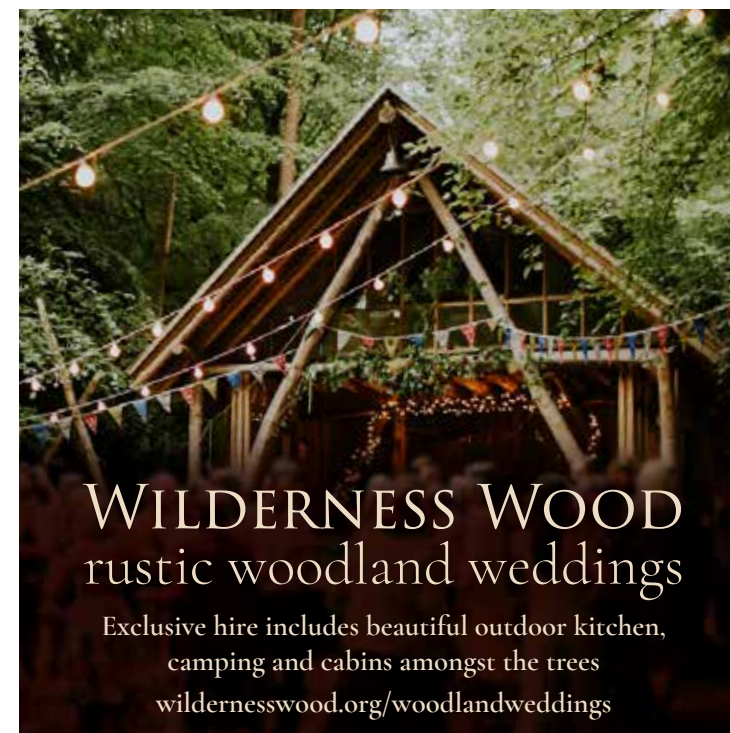
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wildernesswood.org/woodlandweddings

Let's Get Personal

Your ceremony should be something to remember and treasure and full of the things you love, which is why you are invited to include your own personal additions.

Please be aware the law does not permit the inclusion of religious content in a civil marriage or civil partnership ceremony. Please ensure that any personal additions you wish to include do not contain religious content.

Below are some of the ways you may wish to personalise your ceremony.

Readings

A meaningful literary extract or poem read by a specially chosen friend or family member can be a lovely way of personalising your ceremony. Or perhaps a budding author or poet in your friendship circle has written the perfect piece for your ceremony.

Music

Music is a great way of setting the tone of your ceremony. So, whether you opt for a string quartet, marching band or a bagpiper make sure to include some of your favourite music throughout. Music is usually played on your arrival, during the schedule signing and at the end of the ceremony.

Exchange of Rings

The exchanging of rings is an ancient tradition that many couples still choose to do today. A physical symbol of your love and commitment. You may even have a special person, or pet in mind whom you wish to give the role of ring bearer.

Personal Vows

Writing your own vows allows you the opportunity to make additional promises to one another, creating a meaningful moment for you both. You can if you wish, keep your vows a surprise from each other until the big day.

Please note the vows 'to have and to hold from this day forward, for better, for worse, for richer, for poorer, in sickness and in health, to love and to cherish, till death us do part' are taken from the Book of Common Prayer, traditionally said during a church ceremony, and can therefore not be said during a civil ceremony.

Special Requests

We are happy to discuss any special arrangements you may have and will do what we can to accommodate your wishes. Our dedicated Registrars and Celebrants will provide you with a ceremony to suit you.

You will be invited to complete an online ceremony options form where you will detail any personal additions you wish to include in your ceremony. All personal additions must be approved by the Ceremonies Hub prior to the ceremony.

For further information visit ceremoniesineastsussex.co.uk/lets-get-personal



Religious Marriages



Marrying in any other church or religious building

For marriages taking place in any other religious building, you will both be required to give notice at your local Register Office.

If your chosen venue does not have an Authorised Person available to register your marriage, you will also need to book a Registrar to attend to legally register your marriage.

Contact us if you need to book a Registrar to attend your religious ceremony. A fee will be charged for the attendance of a Registrar.

Ordering marriage certificates

Churches and other licensed religious premises can no longer issue marriage certificates. For marriages which have taken place in a religious premises in East Sussex (excluding Brighton & Hove) certificates should be ordered from the East Sussex County Council website [eastsussex.gov.uk/registration/copies](https://www.eastsussex.gov.uk/registration/copies)

A statutory fee is payable for each certificate ordered.

Marrying in an Anglican Church

If you are getting married in an Anglican Church, the religious preliminaries should be followed. This involves the reading of the Banns. Speak to the vicar to organise this.

There is usually no involvement from the Register Office. However, if you and/or your partner is a foreign national subject to immigration control you will be required to give notice in the same way as a civil marriage at your local Register Office.

See page 10 for further information about giving notice.

For further information about giving notice see page 10 or visit ceremoniesineastsussex.co.uk/giving-notice

Contact us

0345 60 80 198

ceremonieshub@eastsussex.gov.uk

ceremoniesineastsussex.co.uk

Ceremonies Abroad

Getting married or forming a civil partnership abroad may require you to provide certain document from the UK, for example a Certificate of No Impediment (CNI).

You may also need to get documents legalised ‘apostilled’ or translated. You should contact the local authorities in the country where you intend to marry/ form a civil partnership to confirm what you need.

Further information can be found at gov.uk/marriage-abroad

If you are a British National living in East Sussex (excluding Brighton & Hove) and require a CNI, contact us to book an appointment.

A statutory fee is payable for a CNI.

Do I need to register my ceremony in the UK?

There is no requirement to register your marriage or civil partnership in the UK, it will be legally recognised in the UK if:

- You followed the correct legal process in the country where your ceremony took place.
- It would be allowed under UK Law.

Contact us

0345 60 80 198

ceremonieshub@eastsussex.gov.uk

ceremoniesineastsussex.co.uk



Re-Registration of Children

The following information applies to children born in England or Wales.

A child whose natural parents have married or formed a civil partnership since they were born must have their birth re-registered. Re-registration is free, however, statutory fees apply to any certificates issued.

To re-register a birth, you should make an appointment at a Register Office in the district where your child was born.

To book a re-registration appointment at an East Sussex Register Office contact **0345 60 80 198**.



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Changing Your Name

Your name, your choice! Changing your name after marriage or civil partnership is a personal choice not a legal requirement. Your name does not automatically change following a marriage or civil partnership.

If you would like to change your name there will be several organisations that need to be informed, and most will require evidence of your name change.

Your marriage/civil partnership certificate should be sufficient evidence when taking your partners name or double barrelling surnames. For any other changes you may require additional evidence, in the form of a change of name deed.

East Sussex Registration can provide you with a change of name deed should you need one. Visit eastsussex.gov.uk/registration/change-of-name-deed.

Passports for Newly Weds & Civil Partners

You can apply for a passport in your new surname up to 3 months before your ceremony, after notice has been given. New passports will be post-dated to the date of your ceremony.

Having this can be beneficial if you are traveling abroad immediately after your ceremony and need to prove you are married/in a civil partnership for legal or travel upgrade purposes.

For further information and to download an application form visit ceremoniesineastsussex.co.uk/changing-your-name.

An admin fee is payable for the completion of this form by a Registrar.



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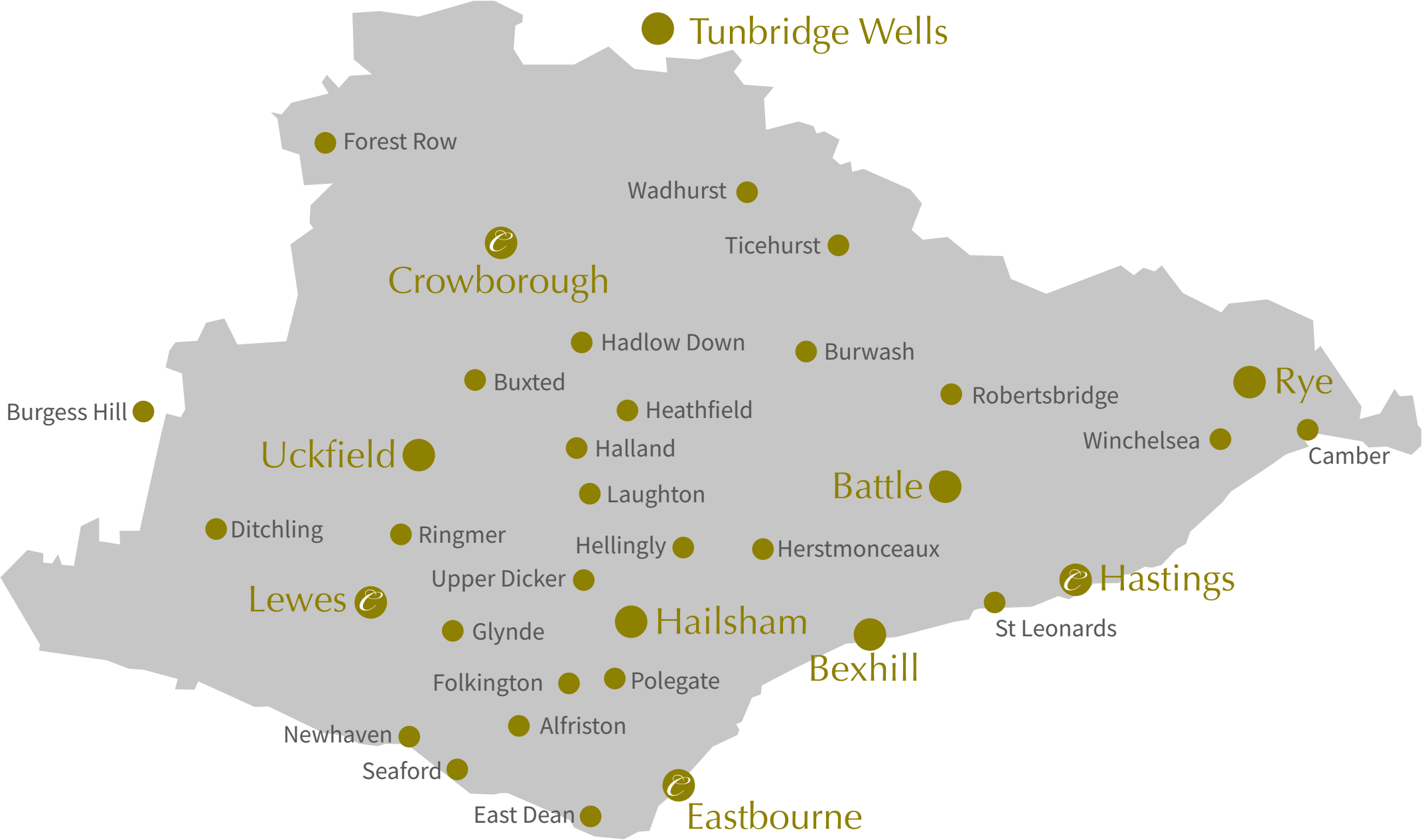
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CLAVERTON
HOTEL AND RESTAURANT

Licensed Venues



For an up to date list of all licensed venues in East Sussex visit ceremoniesineastsussex.co.uk/find_your_perfect_venue

This list is correct at the time of going to print.

All Saints

Darley Road, Eastbourne, BN20 7GE

Anne of Cleves House

52 Southover High Street, Lewes, BN7 1JA

Ashdown Park Hotel

Wych Cross, Nr Forest Row, RH18 5JR

Azur at the Marina Pavilion

Marina, St Leonards on Sea, TN38 0BU

Bannatyne Spa Hotel

Battle Road, St Leonards on Sea, TN38 8EA

Battle Abbey School

High Street, Battle, TN33 0AD

Bewl Water

Bewlbridge Lane, Lamberhurst, TN3 8JH

Blackstock Country Estate

Grove Hill, Hellingly, BN27 4HF

Bluebell Railway

Sheffield Park Station, Uckfield, TN22 3QL

Boship Lions Farm Hotel
Lower Dicker, Hailsham, BN27 4AT

Brickwall House
Northiam, Rye, TN31 6NL

Buxted Park Hotel
Station Road, Buxted, TN22 4AY

Chalk Farm Hotel
Coopers Hill, Willingdon, BN20 9JD

Claverton House Hotel
Bluemans Lane, Battle, TN33 0SE

Crockstead Fields
Eastbourne Road, Halland, BN8 6PT

Crowborough Register Office
Hookstead, Goldsmith’s Avenue, Crowborough, TN6 1RH

Cumberland Hotel
Grand Parade, Eastbourne, BN21 3YT

Dale Hill Hotel & Golf Club
Ticehurst, Wadhurst, TN5 7DQ

De La Warr Pavilion
Marina, Bexhill on Sea, TN40 1DP

Deans Place Hotel
Seaford Road, Alfriston, BN26 5TW

East Sussex National
Little Horsted, Uckfield, TN22 5ES

Eastbourne Register Office
Eastbourne Town Hall, Grove Road, Eastbourne, BN21 4UG

Firle Place
Firle, Lewes, BN8 6LP

Flackley Ash Hotel
Peasmarsh, Nr Rye, TN31 6YH

Florence House
Southdown Road, Seaford, BN25 4JS

Folkington Manor
Folkington, BN26 5SD

Gildredge Manor
11 Borough Lane, Eastbourne, BN20 8BB

Goodsoal Oast
Goodsoal, Burwash Common, TN19 7LX

Great Ote Hall
Janes Lane, Nr Burgess Hill, RH15 0SR

Great Thatched Barn at Falmer Court
East Street, Falmer, Brighton, BN1 9PB

Hastings Museum & Art Gallery
John’s Place, Bohemia Road, Hastings, TN34 1ET

Hastings Register Office
Hastings Town Hall, Queens Road, Hastings, TN34 1QR

Hawthbush Farm
Gun Hill, Heathfield, TN21 0JY

Hendall Manor Barns
Heron’s Ghyll, Uckfield, TN22 4BU

Herstmonceux Castle Estate
Wartling Road, Hailsham, BN27 1RN

High Rocks
High Rocks Lane, Tunbridge Wells, TN3 9JJ

Horsted Place Hotel
Little Horsted, Uckfield, TN22 5TS

Hydro Hotel
Mount Road, Eastbourne, BN20 7HZ

Lansdowne Hotel
King Edwards Parade, Eastbourne, BN21 4EE

Laughton Barns
Laughton Village, BN8 6BN

Leeford Place Hotel
Whatlington Road, Battle, TN33 0ND

Lewes Castle
High Street, Lewes, BN7 1YE

Lewes Register Office
Southover Grange, Southover Road, Lewes, BN7 1TP

Lewes Town Hall
High Street, Lewes, BN7 2QS

Manor Barn
De La Warr Road, Bexhill on Sea, TN40 2JA

Michael Hall School
Kidbrooke Park, Priory Road, Forest Row, RH18 5JA

Michelham Priory
Upper Dicker, Hailsham, BN27 3QS

Mid Sussex Golf Club
Spatham Lane, Ditchling, BN6 8XJ

Montague Farm
Hankham Hall Road, Hankham, Pevensey, BN24 5BB

Newhaven Fort
Fort Road, Newhaven, BN9 9DS

Otham Court
Otham Court Lane, Polegate, BN26 6QS

Pekes Manor House
Nash Street, Golden Cross, Nr Hailsham, BN27 4AD

Pelham House
St Andrews Lane, Lewes, BN7 1UW

Plumpton Racecourse

Plumpton, BN7 3AL

Powdermills Hotel

Powdermill Lane, Battle, TN33 0SP

Rathfinny Flint Barns

Rathfinny Wine Estate, Alfriston, BN26 5TU

Royal Victoria Hotel

Marina, St Leonards on Sea, TN38 0BD

Rye Town Hall

Market Street, Rye, TN31 7LA

Saltcote Place

Saltcote Lane, Playden, Rye, TN31 7NR

Sovereign Harbour Yacht Club

3 Harbour Quay, Eastbourne, BN23 5QF

St Mary in the Castle

7 Pelham Crescent, Hastings, TN34 3AF

Stone House Country Estate

Rushlake Green, TN21 9QJ

Swallows Oast

Gibbs Reed Farm, Pashley Road, Ticehurst, TN5 7HE

The Anchor Inn

Anchor Lane, Barcombe, Lewes, BN8 5EA

The Bear Inn and Burwash Motel

High Street, Burwash, TN19 7ET

The Bell in Ticehurst

High Street, Ticehurst, TN5 7AS

The Cavendish Hotel

38 Grand Parade, Eastbourne, BN21 4DH

The Chantry

Middle Lane, Turners Green, BN21 9RA

The Cherry Barn

Clayton Farm, Church Lane, Peasmarsh, Rye, TN31 6XS

The Gallivant

New Lydd Road, Camber, TN31 7RB

The Grand Hotel

King Edwards Parade, Eastbourne, BN21 4EQ

The Llama Park

Wych Cross, Forest Row, RH18 5JN

The Lodge at Winchelsea

Hastings Road, Winchelsea, TN36 4AD

The Milwards Estate

Lewes Road, Laughton, BN8 6BN

The Observatory

Herstmonceux, Hailsham, BN27 1RN

The Old Rectory

Harold Road, Hastings, TN35 5ND

The Pilgrims Rest

High Street, Battle, TN33 0AE

The Relais Cooden Beach

Cooden Sea Road, Bexhill on Sea, TN39 4TT

The Roebuck Hotel

Wych Cross, Forest Row, RH18 5JL

The Star

High Street, Alfriston, BN26 5TA

The Sussex Barn

New Road, Hellingly, BN27 4EW

The View Hotel

Grand Parade, Eastbourne, BN21 4DN

Trading Boundaries

Sheffield Green, TN22 3RB

Wadhurst Castle

Wadhurst, TN5 6DA

Well House – Big Sky Tipis

Wartling Road, Wartling, Hailsham, BN27 1RX

Wellshurst Golf & Country Club

North Street, Hellingly, BN27 4ED

Wilderness Wood

Main Road, Hadlow Down, TN22 4HJ

Wingrove House

High Street, Alfriston, BN26 5TD

Woodland Enterprise Centre,

The Bower in the Wood

Hastings Road, Flimwell, Wadhurst, TN5 7PR

York House Hotel

14-22 Royal Parade, Eastbourne, BN22 7AP



Crowborough Register Office
Eastbourne Register Office
Hastings Register Office
Lewes Register Office

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