

# Getting ready

FOR YOUR CEREMONY  
INTERVIEW AT THE  
BRISBANE REGISTRY



Thank you for booking your ceremony interview with us.

At your appointment, you will:

- ♥ lodge the necessary paperwork
- ♥ provide original identification documents
- ♥ book your ceremony date and time
- ♥ make payment.

## Notice of Intended Marriage

Please complete the Notice of Intended Marriage (NOIM) which is linked to your confirmation email, before coming in for your interview. The NOIM must be lodged at least one calendar month prior to your preferred ceremony date. We'll witness your signatures at your interview.

## Identification documents

To accompany your NOIM, you will need to provide your original identification documents to be sighted at the interview.

Accepted forms of ID include:

- ♥ original birth certificate and/or current passport
- ♥ current photo identification.

You will also need to provide evidence of the end of any previous marriages such as a divorce or death certificates, if applicable. For original documents that are not in English, you must also provide a translation from a translator accredited by the National Accreditation Authority for Translators and Interpreters (NAATI).

## Room capacity

The Brisbane registry offers two stylish ceremony rooms. Our large ceremony room can comfortably accommodate up to 70 seated guests and our smaller room seats 30 guests.

You can do a virtual tour of our venue on our website. Visit [www.qld.gov.au/tourtheregistry](http://www.qld.gov.au/tourtheregistry)

We offer personal tours of our venue each Tuesday and Thursday morning. You can book your tour here: [www.qld.gov.au/rbdmvenue](http://www.qld.gov.au/rbdmvenue)

At your interview, please let us know how many guests you expect to attend your ceremony.



Image 1. Ceremony room 1 at the Brisbane registry.



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## Personalisation options

If you or your guests have special requirements, please let us know at your interview so that we can plan how to meet them, if possible. Pets are not allowed on our premises, but we welcome qualified assistance animals.

We encourage you to personalise your ceremony. For example, you can:

- ♥ personalise your vows
- ♥ bring flower bouquets and/or wear flowers
- ♥ have a bridal party, ring bearers, etc.
- ♥ be walked down the aisle and/or be 'given away'
- ♥ exchange rings or jewellery
- ♥ theme your outfits (and that of your guests).



Image 2. Couple personalised their ceremony by bringing red and pink flowers for the alter.

## Booking your ceremony

Payment is required at the interview to secure your ceremony booking.

- ♥ Weekday ceremony: \$397.20
- ♥ Saturday ceremony: \$516.40
- ♥ Saturday evening ceremony: \$680.80 (includes commemorative marriage certificate package)
- ♥ Legal-only ceremony: \$397.20
- ♥ Official marriage certificate: \$56.20
- ♥ Commemorative marriage certificate package (includes official certificate): \$73.10

If you would like to order a commemorative certificate, please advise us at your interview which design you would like.



## What to bring to the interview

- ☐ Completed NOIM
- ☐ Up to three preferred ceremony dates
- ☐ Evidence of identity (photo ID)
- ☐ Guests numbers
- ☐ Any additional requirements or requests we need to be aware of

## Contact details

### Registry of Births, Deaths and Marriages

**Office:** Level 32, 180 Ann Street, Brisbane

**Phone:** 13 QGOV (13 74 68) office hours

**Office hours:** 8:30am – 4:30pm (Monday to Friday)

**Email:** BDMCeremonies@justice.qld.gov.au

**Website:** [www.qld.gov.au/registryweddings](http://www.qld.gov.au/registryweddings)

**Follow us on Instagram:** @rbdm.qld



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