

# Marriage Official stuff

NOTE: This is all using the online bdm page.

NOTE: You cannot get to the online registrant page from bdm.nsw.gov.au.

You need to put the address into your browser:

<https://www.bdm.nsw.gov.au/cgi-secure/ewed2005/ewed.entry.cgi/>

NOTE: On the bdm page after you fill in all the details there are options to print out three documents: **NOIM, Form and Preprinted.**

**NOIM** is what you must print and sign at least 1 month before the wedding.

**Form** is the official wedding certificate that you must get signed on the back the day before the wedding and on the front at the wedding and then post in to bdm.

**Preprinted** is what you print on the fancy colored pre-printed wedding certificate that you give the couple.

## What to do

### >1 MONTH BEFORE THE WEDDING

Fill in wedding details checklist - music, vows, location etc (not official document just for self) Work out what kind of pre marriage counselling

OFFICIAL

1. Get details for NOIM

sight birth certificates and copy details out from birth certificates

obtain photocopy of birth certificates.

2. Fill out online NOIM at bdm.nsw.gov.au-

The first time you click NEW.

From then you can access it by clicking VIEW ALL CURRENT

include place and date of solemnisation and witnesses, but don't check the 'I hereby certify' box, instead check the 'booking only' box at bottom of page.

NOTE: **Birth Certificate Registration Number:** before the slash comes the number, after the slash is the date of issue. eg 12125/1989 where 1989 is date on birth certificate and 12125 is Registration number on birth certificate.

**Qualification** is 'Authorised Celebrant'

**Rites** is 'Presbyterian Church of Australia'

TICK **Issue of Documents: S42(5A)** to 'yes' after you give them the 'happily ever after' documents, others set to 'No'

3. Print out NOIM (Called '**NOIM**' on BDM page)

4. Get couples to sign the printed out NOIM THIS MUST BE ONE MONTH B4 WEDDING)  
Qualification is 'Authorised Celebrant'

5. Give couple the official document 'happily before and after' (legal requirement to do this)

**stat dec = no birth certificate**

**s42 = happil ever after**

**section 12 court order = for persons under 18**

**consents = if party under 18**

## **DAY BEFORE (at the practice)**

1. Print our 2x wedding certificates from bdm (called **Form**).
2. Fill in the back of these 2 wedding certificate- couples sign the backs of the certificates the day before. If the wedding is at church you only need one - the second is the church book. Filling in the back of the certificate the night before, where it says '**declared at**' put TOWN,STATE so it says declared at TOWN,STATE, on the 16th day of April, 2010.)
3. Print out 'preprinted' wedding certificate called '**preprinted**' that couple will take home. Fill in the details on the Form 15 record of use that came with the official certificates.
4. The 'At' entry in the certificate of Marriage is filled from the 'solemised at' entry at the bottom of the electronic form, if this is not filled in it will come out with just , , NSW.

## **AT THE WEDDING**

1. Sign official wedding certificate to send in
2. Sign 2nd official certificate (which I keep) OR church copy
3. Sign colour version for couple to take home

## **AFTER THE WEDDING**

1. register wedding online - untick the 'booking only' box.

**if the form says 'blank Oath' it means you haven't ticked the tiny box in the bottom right hand corner of the form. This is real easy to miss.**

2. get registration number off confirmation screen, or wait for an email back with a wedding registration number
3. Copy this number on the top right corner of the following documents and send them in:  
Certificate of Marriage (Double sided)  
NOIM
4. Send them to:

**Registrations Services**

**Registry of Births, Deaths and MArriages**

**GPO BOX 30**

**SYdney NSW 2001**

to reorder wedding certificates:Telephone:1300 656 863 (toll-free number) and pay by VISA, you need marriage celebrant number.

by Wayne Connor  
last updated  
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