

Herefordshire Registration Services (HRS)

Proposed Non-Statutory Fees for 2023 - 2025

All fees are subject to review on an annual basis and therefore may change.

1. Ceremony booking and administration fees

Service	Fee £
Booking fee (non-refundable / non-transferable) - To book a registrar up to 2 years before the date of your ceremony	£60
Administration fee - To change the date, time or venue of your ceremony	£25
Completion of a PD2 form (allows for passport name change prior to marriage)	£20 (postal service only)

2. Ceremony fees for a marriage or civil partnership ceremony in a Herefordshire Council ceremony room.

Attendance of Registrars	2023	2024	2025
Weekday (Monday-Thursday)	£270	£280	£295
Friday and Saturday	£315	£330	£345
Sunday or bank holiday	N/A	N/A	N/A
Commemorative certificate	£10	£10	£10

Ceremony fees also include 2 certificates (2x£11 statutory fee)

NB From April 2024 there will only be 1 room available which due to the listed nature of the building is only accessible by stairs.

3. **Ceremony Fees for a Marriage or Civil Partnership Ceremony at an Approved Venue in Herefordshire**

Attendance of Registrars	2023	2024	2025
Weekday (Monday-Thursday)	£465	£485	£510
Friday and Saturday	£495	£520	£540
Sunday or Bank Holiday	£515	£540	£565

Ceremony fees also include 2 certificates (2x£11 statutory fee)

4. **Fees for Civil Naming Ceremonies, Renewal of Vows Ceremonies, Commitment Ceremonies, Conversion of Civil Partnership to Marriage Ceremonies**

Attendance of Registrar	2023	2024	2025
Weekday (Monday – Thursday) Registration office	£150	£160	£165
Friday and Saturday – Registration Office	£175	£185	£195
Weekday (Monday – Thursday) Approved venue	£250	£265	£280
Friday and Saturday – Approved venue	£300	£315	£330
Sunday – Approved venue	£325	£340	£360

NB central government fees may also be payable for conversion of civil partnerships

5. Fees for Citizenship Ceremonies

	2023	2024	2025
Group ceremony	Free	Free	Free
Private ceremony (Monday-Friday) registration office	£175	£175	£175

6. Approved Venue Licences

	3 Year Licence	5 Year Licence	7 Year Licence	10 Year Licence
First time and renewal applications; includes 2 rooms	£1700	£2,550	£3,400	£4,600
Addition of extra rooms (cost per room – 3 max additional rooms ie 5 in total)	£250	£350	£450	£600
Appeal against refusal to issue a licence or revocation of licence	£1300	£1300	£1300	£1300