**GETTING READY TO MARRY & WHAT YOU NEED TO DO AND KNOW.**

***WHAT TO DO FIRST:*** *Find your Wedding venue and /or Reception venue. If this is an outdoor Wedding, then think about the weather and the time of year. ie; Winter (cold), Summer (hot) Autumn (Windy) Spring (raining) and wish for the perfect day!*

* *Have an idea of the date, be prepared to change if the venue is not available on your chosen date. Be Flexible.*
* *Once you have confirmed your booking/s and date, contact your Authorised Marriage Celebrant. ie; Kathy Gibson AMC to book it in asap to make sure I am available. (You can even give me a call just as a heads up at what date you are looking at beforehand)*

***THE MOST IMPORTANT STUFF:*** *The NOIM (Notice of Intended Marriage) must be fully completed, signed and given to the AMC at least 1 month prior to your Wedding Day. ie; If your date is 3rd June then the NOIM must be completed and received to the AMC by 3rd May. However, the NOIM can be submitted 18 months prior to the Wedding Day. All ID needs to be sighted when giving the NOIM to the AMC for confirmation of who is being married. Drivers licence (photo), Passport (if applicable), Birth Certificate, Death Certificate from previous marriage (if applicable) Divorce papers from previous marriage (if applicable).*

* *If the NOIM is not received 1 month prior to the Wedding Day, then the Wedding Ceremony CANNOT be officiated, and you will only be offered a Commitment Ceremony.*
* *The NOIM will be sent to you by the AMC or given to you on the day of your booking.*

***NOW FOR THE FUN BIT*** *- I will work with you if needed to put together your Wedding script. If you have an idea on what you would like to say in the script, then I will help with the OFFICIAL bits (Monitum and Official Vows) and where to insert them. The official vows have a few lines that cannot be changed but you are more than welcome to add to them as you wish.*

* *On the other hand, if you would like me to put together a script for you, then I will be more than happy to do this. We can discuss this when doing your booking.*
* *Readings, rituals and added ceremonies that you might like can be added into the script as well, so if there is something special that you would like to share together and with your friends and family please let me know.*
* *Once your dates & Wedding venue is booked and confirmed, the NOIM & Script are completed, you can relax a little. The hard part is complete.*
* *The day/night before the Wedding (if possible) I like to do a “run through” so we are all on the same page and if anything needs to be changed then it can be done then. This includes the couple getting married and Bridal Party and/or witnesses (they “must be” 18+)*
* *Music – During the Ceremony you will be wanting your favourite songs to be playing at certain times throughout the Ceremony. I suggest you have someone you trust do this as it can be a little tricky for the AMC to juggle. You will be able to use my PA system on the Day if the Venue does not supply one, however, if you are using theirs then please check that it can play from a USB or CD first. Mine can do this.*

***BACK UP PLAN B*** *–* ***This is very important****: If you are having an outside Wedding Ceremony, then please arrange a “Back up plan B”. If the Reception venue can “hold” your Ceremony at the last minute, then let them know this might be needed, depending on the weather.*

* *I will supply the ‘SIGNING TABLE’ and chairs for you both (if required depending on the venue) and all the paperwork needed for the Day for your Marriage to become Official.*

***OFFICIAL MARRIAGE CERTIFICATE*** *– at the end of your Ceremony you will need to sign a few forms, one being an “Official Marriage Certificate” however, this is for decoration and photos only. The day after your Wedding, I will send all the Official paperwork into the Births, Death & Marriage Office in the State you are married in. I can supply you with a form to fill in for your “Marriage Certificate” (additional fee applies). I can send this form with the paperwork so if you would like me to do so then please let me know.*

***MY FEES*** *- I will be keeping my fees to a minimum and supplying a package deal that you will find competitive. My fees will be given at our first meeting over coffee and booking in your date.*

*I know your Day means everything to you, as it does for me, so it is with the greatest pleasure that I can Celebrate with you both and be a part of your Day.*

*Please do not hesitate to ask me any questions that you may have, and I will work my magic to make sure I can answer them. Remember,,, I am here to help in any way possible.*