

City of Newcastle upon Tyne

**MARRIAGE ACT 1949
CIVIL PARTNERSHIP ACT 2004**

The Marriages and Civil Partnerships (Approved Premises) Regulations 2005

Application Questionnaire

<p>1. Full name and address of applicant. If the application is made by a limited company please give the address of the registered office and where different also the main trading address of the Company</p>	<p>Name: Address: Telephone No: Main trading address (of Company)</p>
<p>2. Name, address and telephone number of the premises the subject of this application</p>	<p>Name: Address: Telephone No:</p>
<p>3. Name, address and occupation of the proposed "Responsible Person"</p>	<p>Name: Occupation: Address: Telephone Number:</p>
<p>4. In relation to the premises at 2 above: please describe their nature (e.g. hotel, civic accommodation, stately home) and the primary and other uses to which they are regularly put</p>	<p>Nature of building: Uses:</p>
<p>5. Is the person or company named in reply to question 1 the occupier of the premises?</p>	<p>Yes / No</p>
<p>6. If the answer to question 5 above is "No" and there is another occupier, please give their name(s) and address(es)</p>	<p>Name(s) Address(es)</p>
<p>7. Please describe the room(s) it is proposed to use for the conduct of civil marriage/civil partnership ceremonies (e.g. ground floor conference room, first floor etc)</p>	
<p>8. Will this room(s) be available for regular use as a venue for civil marriages/civil partnerships?</p>	<p>Yes / No</p>
<p>9. Please state here the maximum number of people that are recommended to occupy the room(s)</p>	<p>state name & permitted number for each room room.....persons room.....persons room.....persons room.....persons room.....persons room.....persons</p>

room.....persons
10. Please identify an additional, separate room in which the Registrars may use prior to the ceremony to interview the couple to be married/to form a civil partnership	
11. Has the applicant complete control over the internal corridors adjacent to the room(s)? If only partial control, please state what other use is made of the corridors	Yes / No
12. Has the applicant complete control over any external areas (e.g. courtyards, passageways) on which premises abut? If only partial control please state what other use is made of these abutting areas	Yes / No
13. Have the premises at 2 above any recent or continuing connection with any religion or religious activity? If so, please provide details	Yes / No
14. If the applicant is an organisation e.g. limited company, registered charity, board of trustees or other organisation, please enter the status of that body	
15. Do the premises currently have the benefit of any licence authorising use for regulated entertainment or similar purpose? If so, please attach a copy	Yes / No

Signature of applicant

Date

Data Protection Act 1998

The information you provide on this form will be used by Newcastle City Council for the purpose of licensing.

If you have any queries concerning the data protection, please contact the City Council's Data Protection Officer, Peter Dinsdale on 0191 2777038 or by e mail at peter.dinsdale@newcastle.gov.uk