

# **MARRIAGE REGISTRATION AT LA DADE-KOTOPON MUNICIPAL ASSEMBLY**

## **PROCESSES**

Persons who desire to be married under the Ordinance Law at the La Dade Kotopon Municipal Assembly are required to adhere to the following processes: Both or one of the parties, who intend to be married have to file for a **Notice of Marriage** at the Assembly's Marriage Registry for **21 days** before the intended date of their Marriage.

The filed notice will be published for a **21 day** period to officially notify the general public of the intended Marriage between the parties.

If no impediment or lawful hindrance is raised against the intended marriage within the **21 days**, the Registrar then issues the Registrar's Certificate (License) to the couple to enable them register their marriage at any Registered or licensed venue of their choice. These include licensed churches in and out of the jurisdiction of the La Dade-Kotopon Municipality, the Assembly's offices and other licensed facilities in the country.

The Registrar's Certificate, however is rendered void or expires if the intended marriage is not celebrated **90 days** after the Notice of Marriage is filed.

If the couple decides to register their marriage at the Assembly's premises, a favourable date is chosen by the couple together with the Administrator.

All marriages are celebrated at the Assembly Hall on **Thursdays** every two (2) weeks at **10:00 am**.

## **REQUIREMENTS:**

1. Name
2. Age
3. Occupation
4. Area of Residence
5. Any National Identification Card
6. Signature
7. Witnesses:
  - Two (2) witnesses each from parties who intend to be married
  - (a) Parents (preferably) OR
  - (b) Close Relations e.g. Uncles, Aunties etc.
8. Cost:
  - (a) Registrar's Certificate (License) - GH¢ 40.00
  - (b) Registrar's Certificate + Marriage Certificate - GH¢ 70.00

\*\*\* Rates are subject to review annually via the fee fixing resolution.