



# Additional Areas for an Existing Approved Location

Marriage and Civil Status (Jersey) Order 2018

Complete this form to apply for additional areas to the your existing 3 year licence for an approved location.

## 1. Details of the Approved Venue

Name and Address of the Venue	
Postcode	
Number of additional areas to be approved.	
List the areas already approved under your licence	

## 2. Details of the Areas within the Venue for Approval

Applications must be accompanied by a plan of the venue showing the exact location of the room or area intended to be used for solemnising a marriage or civil partnership. Each area should be distinctly marked, numbered and named with reference to the table below.

No.	Name of the Area	Maximum Capacity (Persons)	Indoors/Outdoors	Brief Description
1.				
2.				
3.				
4.				
5.				

## 3. Person to contact to arrange an inspection of the venue

Contact Name			
Role within the Venue			
Contact Address	Postcode		
Contact Number			
Email Address			
Signature		Date	

Please return this completed form to the Office of the Superintendent Registrar, 10 Royal Square, St Helier, JE2 4WE or by email to [SIR@gov.je](mailto:SIR@gov.je). For telephone enquiries please call 01534 441335.