Registry of Births, Deaths and Marriages Victoria

Application to shorten period of notice of intent to marry

Marriage Act 1961 and Marriage Regulations 2017

Instructions

Who can apply?

The Registrar can only consider your application if your reason for shortening falls within one of the five categories listed in Part 1. You must provide evidence of your claims in order to have your application considered.

The rationale for these exceptions is to manage circumstances that are reasonably beyond a couple’s control and where the couple has acted in accordance with the law.

How to complete this application

1. **Fill out Parts 1–2**
2. **Pay the relevant fees (Part 3)**
3. **Lodge your application**

See Part 5: Lodgement for details.

Translated documents

When your documents are not in English, you must also attach a certified translation.

The translator must be accredited by the National Accreditation Authority for Translators and Interpreters.

How long will it take?

Our processing time starts from when we receive your application with required documents and fees (where applicable).

Unsuccessful applications

Your application may be unsuccessful if:

* Your reason for shortening does not fall in one of the five categories listed in Part 1;
* You do not satisfactorily complete Part 2. Make sure you sign and date in front of an eligible witness, as listed on this form;
* You do not provide supporting documentation as evidence of your reason for shortening;
* You do not provide your completed Notice of Intended Marriage (NOIM). You must have already lodged this NOIM with your chosen celebrant. You must also provide all supporting documents you presented to your celebrant, e.g. birth certificates, passports and divorce or death certificates (if applicable);
* The Registrar is not satisfied with the information supplied; or
* You do not explain why more than one month’s notice could not be given.

# Part 1: Reason for shortening

Shortening of the statutory period of notice under the Marriage Act 1961 (Cth) can only be granted in extraordinary circumstances, as outlined in Schedule 3 of the Marriage Regulations 2017 (Cth).

## Which category best applies to your circumstances?

Employment-related or other travel commitments

Wedding or celebration arrangements

Medical reasons

Legal proceedings

Celebrant error in giving notice

You must attach documents as evidence of your reason for shortening, such as letters of employment, travel documents, airline tickets, receipts of payment, letters from medical practitioners, court orders or letters from authorised celebrants.

**Schedule 3 of Marriage Regulations 2017 (Cth) details the circumstances for authorising marriage despite late notice**

### Employment-related or other travel commitments

A circumstance is that the marriage should be solemnised despite the required notice not having been received in time because a person to the intended marriage or someone involved with the proposed wedding:

1. has employment commitments that necessitate the person’s absence from the location of the proposed wedding for a considerable period of time; or
2. has other travel commitments.

### Wedding or celebration arrangements

A circumstance is that the marriage should be solemnised despite the required notice not having been received in time because of the binding nature of the wedding arrangements or celebration arrangements made in connection with the intended marriage, or because of any religious consideration.

### Medical reasons

A circumstance is that the marriage should be solemnised despite the required notice not having been received in time because a person to the intended marriage, or someone involved with the proposed wedding, is suffering from a medical condition of a serious nature.

### Legal proceedings

A circumstance is that the marriage should be solemnised despite the required notice not having been received in time because a person to the intended marriage is involved in a legal proceeding.

### Error in giving notice

A circumstance is that the marriage should be solemnised despite the required notice not having been received in time because:

(a) it was due only to error on the part of an authorised celebrant (or a person whom the parties to the intended marriage believed to be an authorised celebrant) that the required notice was not given or that the notice given was invalid, stale or lost; and

(b) arrangements have been made for the proposed wedding to take place within the one month period.

# Part 2: Notice of intended marriage details

## Person 1’s details

|  |  |
| --- | --- |
| Family name (surname) |  |
| Family name at birth (surname) |  |
| Given name (first name) |  |
| Other given name(s) (middle name) |  |

### Home address

|  |  |
| --- | --- |
| Street number and name |  |
| Suburb/town |  |
| State |  |
| Postcode |  |
| Country |  |
| Phone number |  |
| Email address |  |

## Person 2’s details

|  |  |
| --- | --- |
| Family name (surname) |  |
| Family name at birth (surname) |  |
| Given name (first name) |  |
| Other given name(s) (middle name) |  |

### Home address

|  |  |
| --- | --- |
| Street number and name |  |
| Suburb/town |  |
| State |  |
| Postcode |  |
| Country |  |
| Phone number |  |
| Email address |  |

## Celebrant’s details

|  |  |
| --- | --- |
| Celebrant’s full name |  |

Celebrant’s registered number

A

V

Other

|  |  |
| --- | --- |
| Number: |  |

This number is issued by the Commonwealth Attorney-General’s Office or State Registry of Births, Deaths and Marriages.

|  |  |
| --- | --- |
| Celebrant’s phone number |  |
| Celebrant’s email address |  |

## Notice of Intended Marriage (NOIM) details

|  |  |
| --- | --- |
| Date NOIM lodged (in the format DD/MM/YYYY) |  |
| Intended date of marriage (in the format DD/MM/YYYY) |  |

Reason you cannot give more than one month’s notice of intent to marry:

|  |
| --- |
|  |

## Person 1’s signature

|  |  |
| --- | --- |
| Signature of person |  |
| Date of person’s signature (in the format DD/MM/YYYY) |  |
| Witness’ signature |  |
| Date of witness’ signature (in the format DD/MM/YYYY) |  |

### Witness’ details

|  |  |
| --- | --- |
| Family name (surname) |  |
| Given name (first name) |  |
| Other given name(s) (middle name) |  |
| Phone number |  |
| Email address |  |

## Person 2’s signature

|  |  |
| --- | --- |
| Signature of person |  |
| Date of person’s signature (in the format DD/MM/YYYY) |  |
| Witness’ signature |  |
| Date of witness’ signature (in the format DD/MM/YYYY) |  |

### Witness’ details

|  |  |
| --- | --- |
| Family name (surname) |  |
| Given name (first name) |  |
| Other given name(s) (middle name) |  |
| Phone number |  |
| Email address |  |

Parties must sign the statement in the presence of a witness.

* One person may be the witness for both parties.
* A witness must be 18 years or over and not a person to the marriage.

# Part 3: Payment

* The shortening application fee is non-refundable, regardless of the outcome of your application.
* The Registry cannot grant a shortening if your reason for shortening does not fall into one of the five categories listed in Part 1.

## How do you wish to pay?

Mastercard

Visa

Money order

Cheque

Make cheques and money orders payable to the Registry of Births, Deaths and Marriages Victoria.

### Credit card details

Do not complete this if you are lodging your application via email. We will contact you by phone for payment.

**Total ($AUD): 55.00**

|  |  |
| --- | --- |
| Card number |  |
| Expiry date  (in the format MM/YYYY) |  |
| Name on card |  |

# Part 4: Checklist

I have completed Part 2 and signed it in front of a witness.

I have attached documents as supporting evidence and information for my shortening application.

I have attached my original completed NOIM, including all required supporting documents I presented to my celebrant, e.g. birth certificates, passports and divorce or death certificates. If your documents are not in English, you must also attach a certified translation. The translator must be accredited by the National Accreditation Authority for Translators and Interpreters.

I have attached a letter from my chosen celebrant, which states that they are available to solemnise my marriage on the intended day if the shortening is granted.

If your intended celebrant is the Victorian Marriage Registry, you must apply for a shortening at the same time as you lodge your NOIM.

# Part 5: Lodgement

Submit this application form, payment and all required documents (if applicable):

**By mail, to:**

The Registry of Births, Deaths and Marriages Victoria

GPO Box 4332, Melbourne VIC 3001

Via email, to: [bdmmarriages@justice.vic.gov.au](mailto:bdmmarriages@justice.vic.gov.au)

## Privacy and disclosure of information

The information required on this form is collected, used and stored in compliance with the *Births, Deaths and Marriages Registration Act 1996* and relevant State and Commonwealth privacy legislation. Access to the information may be granted to government and non-government agencies consistent with the Registry’s Access Policy and as provided for by law.

Further information about privacy, disclosure of data and how to access or correct a record is available at [bdm.vic.gov.au](https://www.bdm.vic.gov.au/).

**The Registry of Births, Deaths and Marriages Victoria**

Application enquiries: [bdmmarriages@justice.vic.gov.au](mailto:bdmmarriages@justice.vic.gov.au)

Contact us: [bdm.vic.gov.au](https://www.bdm.vic.gov.au/)

We respectfully acknowledge Aboriginal and Torres Strait Islander people as the traditional custodians of the land and pay respect to their Elders, past and present.