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OPTION 1 R2 500

MARRIAGE CEREMONY AND REGISTRATION AT THE DEPARTMENT OF HOME AFFAIRS

COSTS APPLICABLE

- An administrative fee of R2 500.
- Additional Travelling Costs of R7.50 per kilometre are applicable ONLY if the wedding ceremony is further than 25 kilometres from Waverley in Pretoria - this includes petrol and toll fees.
- **NOTE** - The first 25 kilometres there and back (thus 50 kilometres) are therefore included in the Administrative Fee as mentioned above.

INCLUDES THE FOLLOWING

- A marriage ceremony exactly according to the couple's wishes and requests.
- The legal process by the Marriage Officer of submission to and registration by the Department of Home Affairs which includes -
 - Two personal visits with the couple
 - The Marriage Ceremony exactly as they want it.
 - The issuing of their Handwritten Abridged Marriage Certificate to the couple on their wedding day.
 - The submission of all the relevant documentation to the Department of Home Affairs on their behalf.
 - The registration of the marriage at the Department of Home Affairs after the wedding.

OPTION 2 R2 000

SMALL INTIMATE MARRIAGE CEREMONY AND REGISTRATION AT THE DEPARTMENT OF HOME AFFAIRS - ONLY FOR 25 GUESTS OR LESS.

COSTS ARE APPLICABLE

- An Administrative Fee of R2 000.
- Additional Travelling Costs of R7.50 per kilometre are applicable ONLY if the wedding ceremony is further than 25 kilometres from Waverley in Pretoria - this includes petrol and toll fees.
- **NOTE** - The first 25 kilometres there and back (thus 50 kilometres) are therefore included in the Administrative Fee as mentioned above.

INCLUDES THE FOLLOWING

- A marriage ceremony conducted exactly according to the requests and wishes of the bridal couple with **ONLY 25 guests or less** in attendance - including the bridal party and children.
- The legal process of submission to and registration by the Department of Home Affairs.



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- An appointment with the couple.
- The couple's Handwritten Abridged Marriage Certificate handed to them on their wedding day - the legal proof that they are then lawfully married to each other.
- The submission of all the necessary documentation to the Department of Home Affairs on behalf of the couple.
- Ensuring the final registration of the marriage is completed by Home Affairs, thereby enabling the couple to apply for their Unabridged Marriage Certificate.

OPTION 3 R1 500

MARRIAGE CEREMONY ONLY

COSTS APPLICABLE

- An administrative fee of R1 500.
- Additional Travelling Costs of R7.50 per kilometre are applicable **ONLY** if the wedding ceremony is further than 25 kilometres from Waverley in Pretoria - this includes petrol and toll fees.
- **NOTE** - The first 25 kilometres there and back (thus 50 kilometres) are therefore included in the Administrative Fee as mentioned above.

INCLUDES THE FOLLOWING

- An appointment with the couple.
- Marriage ceremony exactly according to the wishes of the couple.
- **It does, however, not include the following -**
 - The issuing of a Handwritten Abridged Marriage Certificate to the couple on their wedding day.
 - The submission of all the relevant documentation to the Department of Home Affairs on their behalf.
 - The registration of their marriage at the Department of Home Affairs after their wedding.

OPTION 4 R1 650

COSTS APPLICABLE

- An administrative fee of R1 650.
- Additional Travelling Costs of R7.50 per kilometre are applicable **ONLY** if the wedding ceremony is further than 25 kilometres from Waverley in Pretoria - this includes petrol and toll fees.
- **NOTE** - The first 25 kilometres there and back (thus 50 kilometres) are therefore included in the Administrative Fee as mentioned above.



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INCLUDES THE FOLLOWING

- A Signing Ceremony during which the couple and at least two witnesses are present, and the legal procedures are completed.
- The couple's Handwritten Abridged Marriage Certificate handed to them at their signing ceremony - the legal proof that they are then lawfully married to each other.
- The submission of all the necessary documentation to the Department of Home Affairs on behalf of the couple.
- Ensuring the final registration of the marriage is completed by Home Affairs, thereby enabling the couple to apply for their Unabridged Marriage Certificate.

NOT INCLUDED

- It does, however, not include a complete Marriage Ceremony.

OTHER INFORMATION

- Should the wedding be so far from Pretoria, that it would not be possible for the Marriage Officer to travel back to Pretoria on the same day after the wedding ceremony (weddings that are approximately 250 kilometres or more from Pretoria), overnight accommodation is requested to be booked and paid for in addition to the travelling costs of R7.50 per kilometre.
- Payment of the total amount (Administrative Fee + Transport Cost - if applicable) must be made in cash to the Marriage Officer during either the first or the second visit. It is essential that this payment be made **BEFORE** the date of the marriage please. Should this not be possible for some reason, special arrangements with the Marriage Officer have to be made in this regard at least 7 days before the wedding.
- On-line payment can also be done should cash payment is not possible. The banking details are as follows

Person SW Westcott
Bank Capitec Bank
Account Savings Account
Account No 1444 195 512
Branch Code 470010

- The attendance of a marriage seminar is advised (before or shortly after the marriage) but is not a pre-requisite for the marriage ceremony to be performed by the Marriage Officer.

CANCELLATION FEE - PLEASE TAKE NOTE

- In the event of the marriage ceremony being cancelled or postponed, for whatever reason within 30 days of the booked, scheduled date the couple will unfortunately be liable to pay the marriage officer a Cancellation Fee of R1 000.



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A QUESTION OFTEN ASKED IS WHETHER THE MARRIAGE OFFICER/PASTOR AND HIS WIFE ATTEND THE RECEPTION AFTER THE CEREMONY?

- The Marriage Officer and his wife only attend the reception after the marriage ceremony on invitation (verbal and/or in print format).
- Should the couple wish to extend an invitation for them to attend the reception they will gladly accept the invitation, if they do not have prior arrangements elsewhere
- The attendance of the reception by the Marriage Officer and his wife is not automatically presumed without an invitation.

ADDITIONAL INFORMATION OF THE MARRIAGE OFFICER (PASTOR)

- Alistair Westcott
- (082) 469 8399
- www.4ever2gether.co.za
- alistair.westcott2017@gmail.com

“Enjoy every minute of the preparations for one of the greatest and most wonderful days of your lives - you only get one opportunity to do it for the first time with each other.”



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BOOKING FORM

TO BE COMPLETED and SIGNED by both the bride and the bridegroom and RETURNED to:

alistair.westcott2017@gmail.com and westcott.wilma8@gmail.com

within 3 weeks (21 days) of the "sent" date of this email.

This will ensure that the date and time you requested is definitely SCHEDULED and BOOKED accordingly by the Marriage Officer for your wedding.

We the undersigned hereby confirm our booking of:

- Marriage Officer: (Pastor) Alistair N. Westcott
- Date of Marriage: _____
- Time of Marriage: _____
- Venue: _____
- Option number: _____
(as per Financial Costs Form)

and undertake to comply with, and adhere to, ALL the requirements as stipulated in all the applicable documents we received.

Full Names of Bridegroom: _____

Signature of Bridegroom: _____

Date: _____

Full Names of Bride: _____

Signature of Bride: _____

Date: _____



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SECTION 1 - For all couples

SECTION 2 - Persons who are divorced and/or whose spouse passed away

SECTION 3 - Foreigners (Non-South Africans)

SECTION 1

FOR EVERYONE

The following INFORMATION must be received by the marriage officer (pastor) at least SEVEN DAYS BEFORE the marriage ceremony

- The completed Marriage Application Form.
- A completed and signed Booking Form.
- A copy of the ID document/s and/or passport/s of both the bride and the groom (passport copies in the case of non-South African citizens)
- Three coloured (ID sized) photographs of both the bride and the groom
- A copy of the ID documents of both witnesses (passport copies in the case of non-South African citizens)
- ADDITIONAL DOCUMENTATION to be supplied where applicable
 - A letter of acknowledgement from the attorney who compiled the Ante Nuptial Contract (ANC). Couples may speak to an attorney of their choice in this regard.
- Consent of parents in the event of a minor (under 18)
- A copy of the Final Divorce Decree of a bride and/or groom who are divorced.
- A copy of the Death Certificate of the deceased spouse of a widow or widower.

SECTION 2

PERSONS WHO ARE DIVORCED AND/OR WHOSE SPOUSE PASSED AWAY

- In addition to supplying the abovementioned Divorce Decree and/or Death Certificate where applicable a divorcee/widow/widower MUST also verify their current marital status at the Department of Home Affairs.
- Therefore that the additional form ("Marital Status Confirmation") as attached to this email MUST be taken to a Home Affairs Office and MUST be completed and signed by a Home Affairs Official!
- THIS IS COMPULSORY and MUST BE COMPLIED WITH BY ANY PERSON WHO IS DIVORCED or WIDOWED
- In the event of the divorce or death having not been registered by the Department of Home Affairs (in spite of the Final Divorce Decree/Death Certificate being available) the prospective bridegroom/bride must IMMEDIATELY rectify this at that office of the Department of Home Affairs BEFORE the wedding.



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SECTION 3

PERSONS WHO ARE NOT SOUTH AFRICAN CITIZENS (FOREIGNERS)

- In addition to all the above-mentioned documents the following process has to be followed and the mentioned legal documents have to be completed and submitted in the case of non-South African citizens:
- The following is an extract from a document with information in this regard issued by the Department of Home Affairs:
"REQUIREMENTS FOR INTERVIEW FOR THE EXISTANCE OF SPOUSAL RELATIONSHIP BETWEEN RSA CITIZEN AND FOREIGN PARTNER.
- South African barcoded ID/smart card.
- Valid passport with valid stay in the Republic.
- Letter of NO-Impedement
 - NOT OLDER THAN SIX MONTHS) from the country of origin should be valid with the letter head. (NO MARRIAGE IN THE COUNTRY OF ORIGIN). It **must** be in English.
- Affidavit by both partners.
- Parents affidavit from BOTH FAMILIES with copy of identity, commissioned or death certificate."
- With all the aforementioned documents in their possession the marriage couple must then attend an interview with the Immigration Officer on the fourth floor at the Department of Home Affairs on the corner of Nana Sitha and Sophie De Bruyn Streets in Pretoria or an Immigration Officer at another Home Affairs office.
- During the interview the couple will both be required to complete a questionnaire and then the Immigration Officer will write a report which will be given to the couple.
- This report and all the collected documentation can then be handed to the marriage officer/ pastor who will then after the wedding be able to register the marriage at the Department of Home Affairs.

IF YOU ARE A SOUTH AFRICAN WHO WILL BE MARRYING A NON-SOUTH AFRICAN CITIZEN

- As of December 2014 Home Affairs have an added stipulation that all South African citizens applying to have a marriage solemnized with any non-South African citizen need to comply with the following -
 - Both parties that wish to get legally married in South Africa will need to appear in person (with the correct documentation) at a Home Affairs office (preferably the same office where your Marriage Officer is registered) to make an appointment booking with the immigration interviewing officer.
 - The documentation (especially the "Letters/Certs of No Impediment") will be verified by the official on duty to secure your interview date/time (an Affidavit is permissible for all UK citizens in lieu of this letter - please request a pro-forma if needed).



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- Once the interview has been successfully concluded, an Immigration Report will be drawn up and submitted to the marriage section.

DOCUMENTATION REQUIRED FOR THE SOUTH AFRICAN CITIZEN

- 3 x ID photos.
- A copy of your ID.
- If you have been previously married Home Affairs will require a copy of the decree of divorce/death certificate (whichever applies).

DOCUMENTATION REQUIRED FOR THE NON-SOUTH AFRICAN CITIZEN

- 3 x ID photos.
- A copy of the front page of your passport.
- A copy of the Visa page in your passport - or the entry stamp through customs found in your passport.
- If you have been previously married Home Affairs will require a copy of the decree of divorce/death certificate (whichever applies) which will be submitted on your behalf.
- A Letter of No Impediment (certificate from your country of citizenship confirming freedom to marry).
- You will be required to sign an Affidavit on the day of your wedding - this is a stationary document supplied by Home Affairs (BI 31) - required to verify that you are using your international passport as a means of documentation.

NOTE

- British authorities do not supply this Letter to commonwealth countries such as South Africa.
- If you are a British citizen, a sworn affidavit stating that you are not married and that there is no legal impediment to your intended marriage will be accepted by the South African Home Affairs office.



home affairs

Department:
Home Affairs
REPUBLIC OF SOUTH AFRICA

CONFIRMATION OF MARITAL STATUS

HUSBAND IDENTITY NUMBER: _____

FULL NAMES AND SURNAME: _____

MARITAL STATUS: (To be completed by DHA official)

☐ SINGLE

☐ MARRIED

☐ DIVORCED

☐ WIDOWER

WIFE IDENTITY NUMBER: _____

FULL NAMES AND SURNAME: _____

MARITAL STATUS: (To be completed by DHA official)

☐ SINGLE

☐ MARRIED

☐ DIVORCED

☐ WIDOWER

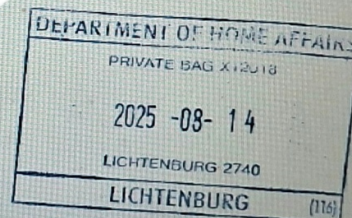
*** NO MARRIAGE REGISTER WILL BE ACCEPTED FOR REGISTRATION IF MARITAL STATUS IS STILL MARRIED**

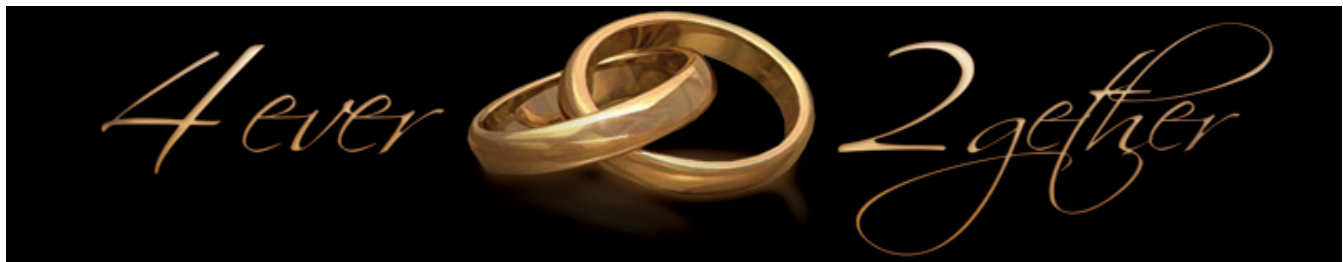
CONFIRMED BY DHA OFFICIAL – INITIALS & SURNAME _____

SIGNATURE

OFFICE STAMP

CLASS 0 FINGER RIGHT AM28.W....IM00 R F LEFT R F RIGHT
FINGER LEFT AM28.W....MOII BATCH BARCODE
HANIS REGISTERED: YES FORM BARCODE
ACTIVE IDC 104096017 LAST ISSUED ON 2017/03/02 FUNC XXX - ID CARD DETAIL
NUMBER URG LAST ISSUED ON
LAN OF BIRTH 001
NUMBER BI-1 02 ORIGINAL ISSUED ON 1990/09/28
NUMBER BI-2 03 LAST ISSUED ON 2009/06/08
MARRITAL STATUS DIVORCED ID OF SPOUSE
MARRIDEN/SURNAME OF SPOUSE
MARRFORNAMES OF SPOUSE
COL DATE OF ENTRY DATE OF NAT
ALLOCATION NUMBER 000 / 0000 / 000000 PF10-FUN035 PF7-COUNTRIES
MRK-MARKERS IDN-NIDNVL PF9-FUN069
PF1-FUN158 PF2-FUN155 PF3-NAVHIS PF5-PUN005 PF6-ONLINE HELP PF8-FUN064





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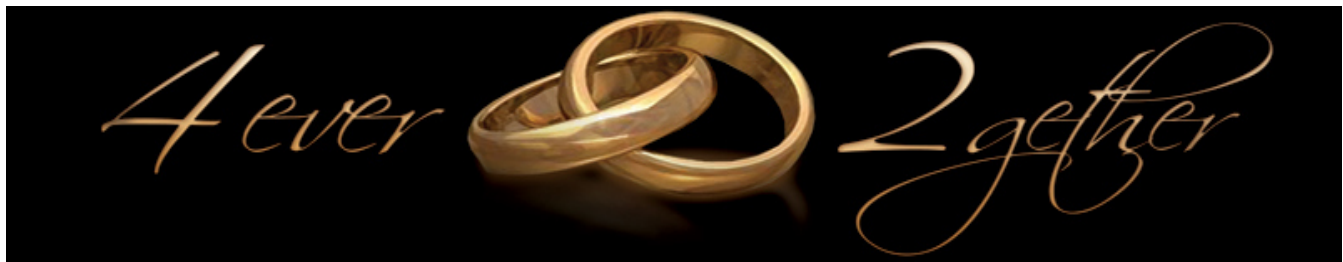
MARRIAGE APPLICATION FORM - PAGE 1

When a prospective marriage couple reads through and completes this application form careful note should please be taken of the following:

- Please ensure that all **questions are answered** (even postal codes, etc.) **Even the question regarding your “highest academic qualification - It is not for my information - ALL requested information has to be captured in the Marriage Register before the wedding ceremony.**
- **ALL** the information has to be captured in the Marriage Register by the Pastor/Marriage Officer before the wedding ceremony.
- Take careful note of the fact that the section of the Application Form that specifically refers to foreigners (non- South African citizens) is not at all applicable to persons who have a South African ID document.

PARTICULARS OF THE GROOM:

ID number					
Surname					
First names					
First name most frequently used					
Date of birth					
Country of birth					
Place of birth					
Nationality					
Marriage status	Single		Divorced		Widower
Current residential address					
Postal code					
Contact details of the groom	Cell				
	Work				
	Home				
	Email				
Highest educational level completed					
Current occupation					
If unemployed, most recent occupation					

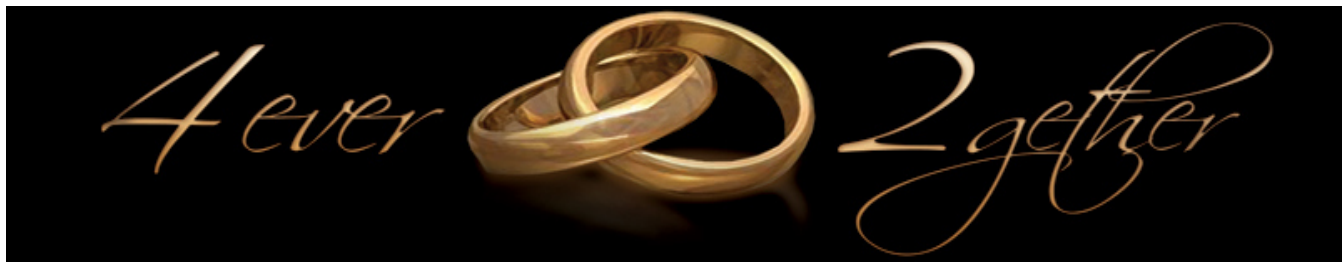


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MARRIAGE APPLICATION FORM - PAGE 2

PARTICULARS OF THE BRIDE:

ID number					
Maiden name					
Current legal surname					
First names					
First name most frequently used					
Surname of choice to be registered at the Department of Home Affairs after the wedding	Husband's surname Maiden surname Combination of the two surnames				
Date of birth					
Country of birth					
Place of birth					
Nationality					
Marriage status	Single	☐	Divorced	☐	Widow
Current residential address					
Postal code					
Contact details of the bride	Cell				
	Work				
	Home				
	Email				
Highest educational level completed					
Current occupation					
If unemployed, most recent occupation					



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MARRIAGE APPLICATION FORM - PAGE 3

ADDITIONAL INFORMATION

Residential address after the wedding	
Postal Code	

Antenuptial contract	Yes		No	
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INFORMATION PERTAINING TO THE MARRIAGE CEREMONY

Date of the ceremony	
Time of the ceremony	
Venue where the ceremony will be conducted	
City/town where the ceremony will be conducted	
Province where the ceremony will be conducted	

Cell phone number of an individual whose cell phone will remain on, until the marriage officer arrives at the venue (someone like a best man or master of ceremonies)

Name	Cell	
Name	Cell	

PARTICULARS OF TWO PERSONS WHO WILL BE SIGNING THE MARRIAGE REGISTER AS WITNESSES AFTER THE WEDDING CEREMONY:

FOR THE GROOM:

Full names and surname	
ID no	
Telephone number	

FOR THE BRIDE:

Full names and surname	
ID no	
Telephone number	



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WEDDING DJ

Henk Meyer

www.functiondj.co.za

www.weddingdj.co.za

dj@weddingdj.co.za

(082) 650 0293

ATTORNEYS FOR CONTRACTS

SALOME EILERS ATTORNEYS

- This firm has a department that specializes in Family Law and therefore also Antenuptial Contracts.
- They can assist parties both in English and Afrikaans.
- Couples do not necessarily need to see the attorney as everything can be done electronically and thereby parties who do not live in the immediate vicinity can also be assisted without inconveniencing them.
- You may browse through the website on www.sefamilylaw.co.za
- Contact details are as follows:
Salome Eilers Attorney
Hilda Legal Offices, 1st Floor, 339 Hilda Street, Hatfield, Pretoria.
(012) 342 0006 / (082) 798 1071
salome.koekemoer7@gmail.com

RETHA JOUBERT (AT MD JOUBERT CAPAZORIO INC)

- Retha Joubert, a Director of MD Joubert Capazorio Inc. (Attorneys) practices as an Attorney, Conveyancer and Notary.
- With more than 21 years' experience in law, she is the ideal candidate to advise you on the different types of matrimonial property systems.
- She will also assist you with the drafting, notarizing and registration of an Antenuptial Contract.
- Her practice is not office bound and she is always prepared to consult with clients where most convenient for them.
- Contact details are as follows:
MD JOUBERT CAPAZORIO INC.
Retha Joubert (Attorney) (082) 7811 656
joubert@mdjcattonreys.co.za

Marika Fernandez (Paralegal) (083) 650 9981
marika@mdjcattonreys.co.za
High Ridge Place 3, Waterkloof Ridge, Pretoria



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SPOHR ATTORNEYS (Inc)

- We ensure a quick, easy and affordable process.
- An Antenuptial Contract is the most important contract that you can conclude.
- Most engaged couples need professional guidance in this regard in order to make an informed decision.
- Our team of professionals avail ourselves to assist you in this regard and will ensure that your Antenuptial Contract is expertly drafted and registered in the Deeds Office.
- WhatsApp today (081) 271 9677