



GUIDANCE ON CHANGING A CIVIL PARTNERSHIP TO A MARRIAGE

From 16 December 2014, couples in a civil partnership registered in Scotland will be able to change their civil partnership to a marriage in Scotland if they wish.

How to change a civil partnership to marriage

If you do decide to change your civil partnership to marriage, there are two ways you can do this:

By the administrative route using the prescribed application form:

You can change your civil partnership to marriage using the administrative route. If you propose to use the administrative route, the first thing you should do is make an appointment with the local registrar for the date on which you want the change to take place (appointments to change to marriage through the administrative route will be available from 16 December 2014). You should then complete sections 1-12 of the prescribed application form with details of each party to the marriage being entered in one of the two columns on the form. As outlined on the form, the information supplied at sections 1, 4 and 5 should be that applicable at the time of the application. You will also be given the opportunity at section 10 to determine what designation you want to appear on the marriage register and any marriage certificate (i.e. Bride, Bridegroom or No designation).

When you attend the registration office, you will be expected to provide an extract from the entry in the civil partnership register relating to your civil partnership and photographic evidence of your ID (e.g. passport, driving licence etc). You will then both sign the application form at section 13 in the presence of each other and the registrar. The registrar will prepare an entry in the marriage register and you can then obtain a marriage certificate.

By ceremony:

Alternatively, you can change your civil partnership to marriage by having a civil, religious or belief ceremony. For more information about how to organise your ceremony see Leaflet RM1 which can be obtained from any Registrar of Births, Deaths and Marriages in Scotland. You can get the address of your local registrar from the phone book or the National Records of Scotland (NRS) website www.nrscotland.gov.uk. Information on getting married in Scotland is also available on the NRS website.

Date of marriage

Under both routes described above your marriage will be recognized in law as having started on the date you registered your civil partnership and, if you obtain a marriage certificate, it will state that your marriage is legally recognized as having started on that earlier date.

How much does it cost?

If you decide that you want to change your civil partnership to marriage by having a ceremony, then you will need to pay the relevant fee for the type of marriage ceremony you choose – see leaflet RM1B.

If you decide to change your civil partnership to marriage by the administrative route, the cost will depend on when you registered your civil partnership and when you choose to change it to marriage. If your civil partnership was registered before the new law comes into effect on 16 December 2014, and you choose to change your civil partnership to marriage within a year, that is, before 16 December 2015, there will be no charge. If you want a copy of the marriage certificate you will have to pay a £10 charge.

If you registered your civil partnership after 16 December 2014 when same sex marriage was an option for you, or you choose to change your civil partnership after 16 December 2015, then you will need to pay the statutory fee in Scotland for changing a civil partnership to marriage by the administrative route, which is £30, plus £10 for a copy of the marriage certificate.

This leaflet gives general guidance only and should not be treated as a complete and authoritative statement of the law. If, after reading it, you are still in doubt you should seek advice from any registrar of births etc. in Scotland or from staff in Marriage/Civil Partnership Section of the National Records of Scotland (NRS), New Register House, Edinburgh EH1 3YT.