

Congratulations on your forthcoming Ceremony at an East Riding of Yorkshire Approved Premise Venue

- Once you have secured a date and time with your chosen venue ***you must contact the registration office*** that will be dealing with your ceremony to book the attendance of registrars ***as soon as possible*** to avoid disappointment. Telephone numbers are listed below.
- Bookings can be made up to 3 years in advance so please do not think it is too early to contact us if you want a particular date and time. We do request an e-mail address with all bookings and a booking form must be completed and returned before we can confirm a booking in our diary.
- For bookings more than a year in advance we do require a small advanced booking fee which is non refundable and non deductible from your ceremony fees. This enables us to hold your provisional booking for 1 year plus.
- We also require a deposit which is deductible from your ceremony fee if no cancellation occurs.
- If you wish to cancel your booking you must complete a cancellation form and request a refund.
- You are always welcome to contact any of our offices if you have a query.

Contact Details:

East Riding Registration and Celebratory Service
Walkergate House
Walkergate
Beverley
HU17 9BP

Tel: 01482 393600
Fax: 01482 873414
E-mail: registration.service@eastriding.gov.uk
Website: www.eastriding.gov.uk

Bridlington Registration Office
Tel: 01482 393570

Goole Registration Office
Tel: 01482 393580

Pocklington Registration Office
Tel: 01482 393574