

**OFFICE OF THE DEPUTY COMMISSIONER, U.T.CHANDIGARH.**

**Standard Operating Procedure for solemnizing the marriage of the couples to be adopted and followed by all the religious institutes (Temple, Gurudwara, Mosque, Church etc.) in UT Chandigarh:**

1. Before getting the marriage solemnized by the Religious Institute, it should be ensured that both the boy and the girl have attained the age of marriage as per the Law and the marriage should be solemnized as per the personal laws of the boy/ girl.
2. The Religious Institutes shall not harass or exploit the couples for solemnizing their marriage.
3. The Religious Institutes shall not force to take consent of the parents of the couples for solemnizing their marriage.
4. The Religious Institutes shall not charge hefty amount from the couples for solemnizing their marriage.
5. Atleast two witnesses (of age 18 yrs. and above) in relation/ friends/known to the parties are required to attend the marriage solemnized by the Religious Institutes.
6. The Religious Institutes should obtain the following information of the couple & witnesses before marriage solemnization.

**In respect of the couple:**

Name, Father's Name, Mother's Name, Date of Birth, Residential address, Mobile No., Aadhaar No. (optional), Nationality, Religion, Marital Status at the time of marriage solemnization (Unmarried/Married/ Divorced/Widow/ Widower).

**In respect of the witnesses:**

Name, Father's Name, Age, Relation with the couple, Residential address, Mobile No.

7. The Religious Institutes should obtain the Date of Birth proof (Age proof) & Residence proof of the couple and Residence proof & Identity proof of the witnesses and maintain proper record of the information & documents so obtained.
8. A proper record/register of the marriages solemnized in the institute shall be maintained by the authorities of the religious institutes.
9. A duly stamped and signed certificate from Religious Institution by the priest who solemnized the marriage will be issued with complete details of the couple such as Name, Father's Name, Date of Birth, Residential address, Nationality, Religion, Marital Status at the time of marriage solemnization (Unmarried/ Married/Divorced/Widow/Widower), name of the witnesses, signatures of the couple and witnesses and photograph of the couple (duly attested by the priest).
10. The record maintained by the Religious Institutions should be available with the authorities to be produced as and when required by any Court of Law/ Administrative Authorities or Police Department for verification.

In case of any violation of the SOP/instructions by any religious institute, the appropriate action will be taken by the competent authorities.

Deputy Commissioner,  
U.T., Chandigarh.