

RECORDS TO BE MAINTAINED UNDER HINDU MARRIAGE ACT,1955

- 1) The following records shall be maintained by the Marriage Registrar(Rule 18(1))
 - a) Applications made for registration of Hindu Marriage or for correction thereof together with concerned records.
 - b) Hindu Marriage Register
 - c) File of Applications for certified copies
 - d) Register of fees
 - e) Challans for the money remitted into the Treasury
 - f) Fee receipt book
 - G General Correspondence
 -)
 - h) File of G.O.s and Circulars
 - i) Indices

2) Preservation of Records:-

All the records referred to in clauses(a) to(f), (h) and(i) above should be preserved permanently (Rule1&(2)).

ANNEXURE

To

The Registrar of Hindu Marriages

Date of receipt.....

.....District .

FORM - A

(See Rule 5 (1))

Application for Registration of Hindu Marriage.

Date of Receipt

To

The Registrar of Hindu Marriages

We request you to register the particulars relating to our Marriage solemnized on

_____ at _____ V

illage/

Town.....Taluk.....Mandal.....

	Full Name of parties	Husband	Wife
1.	Full Name of parties		
1a.	Religion & Caste of the parties		
2.	Age at solemnization of the marriage		
3.	Rank of Profession		
4.	Permanent place of residence before solemnization of the marriage		
5.	Date of Birth		
6.	Place with name of Taluk and District at which marriage was solemnized.		
7.	Date of solemnization of the marriage		
8.	Father		
9.	Mother		
10.	Guardian if any the wife with relationship (See Section 6)		
11.	Address of the Guardian		
12.	Date of the decree in the Court of the first instance.		
13.	Whether the period of one year has elapsed from the date noted in the Col (12) to the date of the application (See Section 15).		
14.	Remarks		

We hereby declare that the particulars mentioned above are correct to the best of our knowledge and belief that our marriage is one to which the Hindu Marriage Act, 1955 (central Act XXV of 1995), applies and that we have fulfilled the conditions, laid in Section 5, 6 or 15 wherever necessary.
(if the wife is a minor, signature of the guardian in marriage at the time of marriage)

Station:

Signature with Date:

date:

Husband:

Wife:

Witnesses

Name:

Name:

Address:

Address:

Signature:

Signature:

Signature of the Registrar with date

INDEX REGISTER(FORM-C)
(SEE RULE 10)

Office of the Registrar.....

<i>Name of husband or wife</i>	<i>Date of solemnization of marriage</i>	<i>Place at which solemnized</i>	<i>Reference to entry in the Hindu</i>	<i>Marriage Register Initial of the Registrar</i>
<i>1</i>	<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>

REGISTER OF FEES (FORM-D)
(See Rule 16)

Date	Particulars	Amount	Remarks
1	2	3	4

RECEIPT IN DUPLICATE (FORM-E)
(SEE RULE 17)

- 1 Serial Number
- 2 Date of Receipt
- 3 From whom received
- 4 On what account received
- 5 Provisions of the Act or the rules under Which chargeable
- 6 Amount of fees

Signature of Registrar.

NOTICE (FORM-F)
(See Rule 6(1))

Before the Marriage Registrar (place)
In the matter of Hindu Marriage
(Registration) Rules, 1965.

In the matter of application to register marriage between.

A B
And
C D

(GIVE NAMES AND ADDRESSES)

To

Where an application for the Registration of the marriage
between A B and C D
has been received by the Marriage Registrar onyou are hereby required
to appear in person before the undersigned aton
..... in his office along –withthe
under mentioned witnesses who have signed in the application for registration and also
the guardian in marriage , if any , for the purpose of signing the entries in the
Marriage Register.

Date :

Place :

(SEAL)

(Signature)
MARRIAGE REGISTRAR

Name and address of the witnesses:

- 1.
- 2.
- 3.

Name and address of the guardian in Marriage.

**PARTICULARS TO BE ENDORSED ON EVERY APPLICATION FOR SEARCH OR COPY
(FORM-G)**

- 1 S.no./(year)
- 2 C.No...../(year)
- 3 Date of receipt of application
- 4 (a) Amount of fees collected
- 4(b) Date of collection of fees
- 5 Records searched and years searched
- 6 Particulars of entries found
- 7 Date of completion of search
- 8(a) Signature of searcher
- 8(b) Signature of verifier
- 9 Date of completion of preparation of copy
- 10(a) Signature of preparer of copy
- 10(b) Signature of examiner of copy
- 11 Date of delivery or dispatch of copy
- 12 Signature of applicant in token of receipt of copy or increase in which the copy is sent by registered post, postal receipt number and date.

***PARTICULARS TO BE ENDORSED ON APPLICATIONS FOR PRIVATE ATTENDANCE
(FORM-H)***

1	Private attendance application Number...../(year)	
2	Number of application for Marriage to which private Attendance related	
3	Fees collected	
4	Date and time of receipt of Application	
5	Date and time at which the private Attendance was made	
6	Marriage Number	
7	Date of appreciation of private attendance fee by Marriage Registrar	

