

# TABLE OF PAROCHIAL FEES FROM 1 JANUARY 2021

## BAPTISM CERTIFICATES AND MARRIAGES

This table sets out the fees prescribed by the Parochial Fees Order 2019 (a Statutory Instrument) and summarises other relevant information. For legal purposes reference should be made to the Order itself. There is a separate table for fees for funerals, burials, and monuments

For further information about fees refer to the **Guide to Church of England Parochial Fees and Frequently Asked Questions** which are available on the Church of England website.

### BAPTISMS

Certificate issued at time of baptism (See Note A1)  
Short certificate of baptism given under section 2, Baptismal Registers Measure 1961

### MARRIAGES

Publication of banns of marriage  
Certificate of banns issued at time of publication  
Marriage Service in Church (See Note A3)  
For marriage certificate see Note A4

### SEARCHES IN CHURCH REGISTERS

Searching registers of marriages for period before 1 July 1837 (See Note A2)  
(for up to one hour)  
for each subsequent hour or part of an hour  
Searching registers of baptism or burials (See Note A2) (including the provision of one copy of any entry therein) for up to one hour  
for each subsequent hour or part of an hour  
Each additional copy of an entry in a register of baptism or burials  
Inspection of instrument of apportionment or agreement for exchange of land for tithes deposited under the Tithe Act 1836  
Furnishing copies of above (for every 72 words)

### EXTRAS

The fees shown in the table do not include charges for heating, the services of a vergier, music (e.g. organist, choir), bells, and flowers, which are fixed by the Parochial Church Council. In the case of a marriage service or a funeral service in church, any costs and expenses incurred in respect of routine administration (including arranging dates and times and the making of entries in registers), making the church available and lighting it are included in the fee prescribed as payable to the Parochial Church Council.

	Fee payable Towards Diocesan Board of Finance £	Fee payable To Parochial Church Council £	Total Fee Payable £
Certificate issued at time of baptism (See Note A1)	—	15.00	<b>15.00</b>
Short certificate of baptism given under section 2, Baptismal Registers Measure 1961	—	15.00	<b>15.00</b>
Publication of banns of marriage	—	31.00	<b>31.00</b>
Certificate of banns issued at time of publication	—	15.00	<b>15.00</b>
Marriage Service in Church (See Note A3)	211.00	253.00	<b>464.00</b>
For marriage certificate see Note A4			
Searching registers of marriages for period before 1 July 1837 (See Note A2) (for up to one hour)	—	31.00	<b>31.00</b>
for each subsequent hour or part of an hour	—	31.00	<b>31.00</b>
Searching registers of baptism or burials (See Note A2) (including the provision of one copy of any entry therein) for up to one hour	—	31.00	<b>31.00</b>
for each subsequent hour or part of an hour	—	31.00	<b>31.00</b>
Each additional copy of an entry in a register of baptism or burials	—	15.00	<b>15.00</b>
Inspection of instrument of apportionment or agreement for exchange of land for tithes deposited under the Tithe Act 1836	—	—	—
Furnishing copies of above (for every 72 words)	—	15.00	<b>15.00</b>

Statutory fees are only prescribed for matters in respect of which parishioners have a legal right. Not all services come into this category, for example funerals where there is a period of more than 48 hours between the funeral service and the cremation and between the cremation and the disposal of ashes. This also applies to special services such as memorial services and services of blessing and dedication following a civil marriage. The Archbishops' Council recommends that, where a memorial service is on a similar scale to a funeral service, or a service of blessing and dedication following a civil marriage or a renewal of marriage vows is on a scale equivalent to a wedding service, the PCC fee should be based on the statutory fee for the service, with the PCC receiving the equivalent of the combined DBF and PCC fee.

### NOTES:

#### A1. Certificates of Baptism

The fee for a certificate issued at the time of baptism is for a certified copy of the entry in the register book of baptisms giving the particulars required in Form No 1 in Schedule 1 to the Parochial Registers and Records Measure 1978. The fees payable for a certified copy of the full entry issued at any other time are the fees prescribed for searching registers of baptisms and burials and, if applicable, for each additional copy of an entry in such a register.

#### A2. Searches in Church Registers

The search fee relates to a particular search where the approximate date of the baptism or marriage is known. The fee for a more general search of a church register is negotiable.

#### A3. Costs and Expenses

In the case of a marriage service in church, any costs and expenses incurred in respect of routine administration (including arranging dates and times and the making of entries in registers), making the church available and lighting it are included in the fee prescribed as payable to the parochial church council.

#### A4. Fee for Marriage Certificate

The following fees are currently payable under the Marriage Act 1949 to the Parochial Church Council under the Registration of Births, Deaths and Marriages (Fees) (Amendment) Order 2018: certified copy of entry in marriage register at time of registration or subsequently, £11.00. This is not an ecclesiastical fee. (<https://www.gov.uk/order-copy-birth-death-marriage-certificate>)