

Guidelines for Completing a Nikah Form

Download the **Checklist for Nikah form** to ensure you are completing the correct forms, have the correct documentations and which procedures to follow in submitting the completed forms. All forms can be downloaded from the UK Rishta Nata website

Pre-requisites

1. Which Nikah Form should I fill in?

- If the Nikah is to be solemnised in the UK, please use **Nikah Form C (UK)**
Set of 3 original forms are required to be filled.
- If the Nikah is to be solemnised outside of the UK, please use **Nikah Form Rabwah Pakistan**
a set of 5 completed forms are required.

2. Who needs to attest the Nikah Form?

- The **Local President** of each UK Jama'at member
- The **National Umur Amma Department** for every UK Jama'at member (via the local Sadr)
- The respective **National Rishta Naata Department** of the Bride & Bridegroom.
- The **National Ameer** of the candidate whose Nikah is being solemnised abroad

3. What documentations are required for the attestation?

Document Required before attestation	If Nikah held in UK	If Nikah held abroad
<ul style="list-style-type: none"> • Pre-marriage Counselling Certificate Booked through Tarbiyyat dept 	✓	✓
<ul style="list-style-type: none"> • Civil Registration Certificate Nikah only to be announced after civil registration certificate has been provided 	✓	
<ul style="list-style-type: none"> • First Marriage Pledge Form If Bridegroom is a UK Jama'at Member and has not had a Nikah announced previously 	✓	✓
<ul style="list-style-type: none"> • Previous marriage dissolution Certificate In case of a second marriage of any UK Jama'at Member: <ul style="list-style-type: none"> • Certificate of first marriage dissolution from court. • Certificate of first marriage dissolution from Jama'at 	✓ ✓	✓ ✓

Note:

Sections I-IV	Bride's sections
Sections V-VII	Bridegroom's sections
Section VIII	Filled at time of Nikkah

Filling in the form

Bride's section

- **Section I.**

- Must be completed by the Waliyy (Guardian) if the bride is a UK resident.
- Legal guardian must be bride's father, if father is deceased then paternal uncle, or brother.
- If none of above available, permission from Huzoor-e-Anwar can be sought for one to be appointed.
- If Dowry/Mahr has been received in full or in part then write down details of what has been received e.g. full or part payment (enter amount) has been made in form of jewellery, otherwise write 'NIL' or 'NONE'.

- **Section II.**

- If Waliyy (Guardian) cannot personally attend the Nikah ceremony, he should nominate a Wakeel (Attorney), sign and date the section.
- Two male witnesses must be provided as verification of the Waliyy (Guardian) **Date of signatures must be same as of the Waliyy's signatures date as they are witnessing the signing of the form.**
- If the Waliyy (Guardian) is not UK resident and cannot personally attend the Nikah ceremony, he should complete '**Letter of Attorney**' or '**Wakalat Nama**' in his country of residence and attach it with the Nikah form.

- **Section III.**

Filled in by bride if UK resident

- If Bride is a UK resident, she must complete this section herself, sign it and date.
- If Dowry/Mahr has been received in full or in part then please provide details of what has been received e.g. full or part payment (enter amount) has been made in form of jewellery, otherwise write 'NIL' or 'NONE'.
- Two male witnesses need to sign the form as verification of bride's consent, **Date of their signatures must be the same as that of the bride's signatures as they are witnessing the signing the form.**

- **Section IV.**

To be filled by local Sadr/President

- Jama'at President must fill-in the bride's information – sign, date and stamp the form.
- The date must be the same or after the bride's signature's date.
- He must verify with both witnesses that the bride has given her consent on her own free will.
- The president can perform this attestation only after checking all documents as stated in item 3 above.

Bridegroom's section

- **Section V.**

If Bridegroom is resident of UK, he must complete, sign and date this section.

- Two male witnesses must provide their verification of the Bridegroom's consent.
- **Date of their signatures must be the same as that of the bridegroom's signatures as they are witnessing the signing the form.**

- **Section VI.**

- Jama'at President must fill-in bridegroom's information - sign, date and stamp the form.
- The date must be the same or after the bridegroom's signature's date.
- The president can perform this attestation only after checking all documents as stated in item 3 above.

- **Section VII.**

- If bridegroom cannot personally attend the Nikah ceremony, he needs to appoint a Wakeel (attorney).
- The name of Wakeel should be entered in this section and the bridegroom should sign and date this section.
- Two male witnesses would also need to sign this section. Date of their signatures must be the same as that of the bridegroom's signatures as they are witnessing the signing the form.
- Wakeel needs to accept the responsibility by signing and dating this section. The date must not be before that of the Bridegroom's signature in this section.

- **The following information must be filled in as provided on Civil Registration Certificate**

- District name
- Date of registration
- Registration certificate number

- **Civil registration confirmation**

- Bride and the Bridegroom should Sign this section after the completion of their Civil Registration.

After Nikah ceremony

- **Section VIII.**

- To be completed at the time of Nikah announcement.
- Copy of the completed form after the Nikah ceremony to be sent to Office Rishta Nata UK in person or by post to:

Office Rishta Nata, Baitul Ehsan, 25, Willow Lane Business Park, Willow Ln, Mitcham CR4 4TS

Tel: 0208 687 7825. Email: office.admin@rishtanata.org.uk www.rishtanata.org.uk

A copy of the completed form is kept by the Office, by the groom and by the bride's family/waliyy.