



## **CHECKLIST CORRECTION OF ERROR (CE) –MARRIAGE**

### **What are the main supporting documents?**

- Valid picture identification for **ALL** applicant and declarants. Either:
  - i. Passport;
  - ii. National ID;
  - iii. Driver's License; or
  - iv. Passport size photograph certified by a Justice of the Peace/Notary Public

### **Documentary evidence (see attached list)**

### **Who can be a declarant?**

- The Bride and the Groom whose record will be amended.
- Credible Witnesses(eg. Persons who attended the wedding)

### **Who can submit a Correction of Error application for a Marriage Certificate?**

- The Bride or Groom whose record will be amended.
- A person presenting a power of attorney
- A person presenting a written permission signed in the presence of a Justice of the Peace or a Notary Public, granted by Bride/Groom
- A person by an order of the Court;

### **Important Points to Remember**

- Signatures should be the same as on ID
- IDs for all the Declarants must be provided for processing an application.
- All errors must be crossed out and initialed by the same signing JP/Notary Public
- All information should be clearly written.
- All photocopied IDs and supporting documents, except those issued by the Registrar General's Department must be certified by the J.P./Notary Public.
- If a declarant with an overseas address signs before a J.P in Jamaica, the words: "Whilst on visit/trip to Jamaica" must be inserted beside the signature of the declarant.

**\*\*\*All corrections will be stated at the bottom of the newly printed certificates\*\*\***

### **PRICES (SERVICE PERIOD):**

- **\$4,500 (4-6 weeks)**
- **\$6,500 (7-10 working days)**
- ✓ Fees stated above are for one (1) copy of certificate. Additional copies cost \$500 each at the time of application
- ✓ **DECLARANT TO DO INTERVIEW FIRST: processing of an application begins after a successful interview.**



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For a correction to be made to a **Marriage Certificate** the following documents showing the correct information must be submitted:

**NB: Two (2) Recorded Detailed Statutory Declarations may be required upon review for challenging cases.**

| TYPE OF ERROR                                  | SUPPORTING DOCUMENTS   |
|--|--|
| Date of Marriage                               | <input type="checkbox"/> a. Bridal copy (where applicable)<br><input type="checkbox"/> b. Invitation cards<br><input type="checkbox"/> c. Programme<br><input type="checkbox"/> d. Letter from the church where the ceremony was solemnized  |
| Bride's Name/Age or Groom's Name/Age           | <input type="checkbox"/> a. Bride's Birth Certificate<br><input type="checkbox"/> b. Groom's Birth Certificate   |
| Bride's Residence or Groom's Residence         | <input type="checkbox"/> a. Valid Identification, such as, Driver's License<br><input type="checkbox"/> b. Utility Bill  |
| Bride's father's name or Groom's father's name | <input type="checkbox"/> a. Bride's Birth Certificate<br><input type="checkbox"/> b. Bride's Father's Birth Certificate<br><input type="checkbox"/> c. Groom's Birth Certificate<br><input type="checkbox"/> d. Groom's Father's Birth Certificate<br><input type="checkbox"/> e. Court order (where applicable) |
| Bride's occupation or Groom occupation         | <input type="checkbox"/> a. Valid Identification, such as, Passport reflecting occupation at the time of the marriage or work identification card<br><input type="checkbox"/> b. Job Letter  |
| Bride's status or Groom's status               | <b>NB:</b> All applications for this type of error must be reviewed by Customer Care Manager/Regional Managers/AVID Manager/Legal Unit.  |