

For enquiries about a Naming Ceremony or to book an appointment, or if you would like any other information about other services we can offer, please contact our office.

SOUTHEND-ON-SEA REGISTER OFFICE

Civic Centre, Victoria Avenue,

Southend-on-Sea, Essex SS2 6ER

Website: www.southend.gov.uk

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Naming Ceremony

Did you know you can hold a Naming Ceremony in your home?



What is a Naming Ceremony?

A Naming Ceremony is a very special way of celebrating the birth of a child and welcoming the new arrival into the family.

It is an opportunity to declare before family and friends your promise to be good parents and for adult friends or relatives to confirm their special relationship with your child. A Naming Ceremony is a unique occasion for everyone to feel involved as they pledge their love and support for your child's future development.

A Naming Ceremony is something that you, as parents, choose to do as a public gesture of love and commitment to your child. Unlike a Birth Certificate, which is a compulsory legal document, the Record of the Ceremony cannot be used as proof of identification. It can however make an ideal gift for grandparents or other important adults in the child's life.



Who are they for?

A Ceremony can be arranged by the child's parents or by the person who has parental responsibility or legal guardianship of the child, nor do the child's parents have to be married. A Naming Ceremony isn't just for babies as children of any age can have a Naming Ceremony. It is ideally suited to welcome an adopted child or children, or to embrace stepchildren into a new family.

How long is the ceremony?

Dependent on the number of options and readings chosen, the Ceremony can be between 15 minutes and 30 minutes in duration.

All Naming Ceremonies have six essential options:

- Introduction and Welcome
- Reading
- Naming of the Child/Children (with reasons if required)
- Parent's Promises

- Promises by Supporting Adults
- Closing Words

You can also add other options as follows:

- Grandparent's promises
- Further readings
- A presentation of a gift to the child

Hold your ceremony at home?

Did you know you can hold your ceremony at home? For a more personal feel to the occasion our celebrant will come out to you. Or we have 2 venues at the Civic Centre; the Register Office (up to 26 guests) or alternatively the Jubilee Room (up to 92 guests). You can also hold the ceremony in Approved Premises and other suitable public buildings subject to conditions. Please ask for details at Reception in the Registration Service.

How can I book?

Please complete a Provisional Booking Form from the Registration Service or submit a Form on our website www.southend.gov.uk

On receipt of your completed form we will send confirmation of your booking and ask you to arrange an appointment at our office to discuss the arrangements for the ceremony. At the appointment you will need to provide your child's birth certificate and pay a deposit of £50 to secure your booking.