



## **Register Office – Civic for calls and appointments**

<b>Monday</b>	9.00am – 5.15pm
<b>Tuesday</b>	9.00am – 5.15pm
<b>Wednesday</b>	9.00am – 5.15pm
<b>Thursday</b>	9.00am – 5.15pm
<b>Friday</b>	9.00am – 5.15pm
<b>Saturday</b>	pre-booked ceremonies only
<b>Sunday</b>	pre-booked ceremonies only

**PLEASE NOTE:** on the 3<sup>rd</sup> Thursday of every month the Register Office opens at 10.30am.  
The telephone lines open at 10am every Wednesday

### **BANK HOLIDAY CLOSURE:**

The Register Office will be closed on Bank Holidays. If you have urgent registration business at this time please contact the police control room on 101 and ask for HBI / Duty Inspector for the Coroner's call out. The Coroner's office will refer you to the duty Registrar if necessary.

**For any building issues out of hours please call 01908 311773**