

From

The Secretary to Government of Haryana,
Citizen Resources Information Department-cum-
Chief Registrar of Marriages

To

1. All the Deputy Commissioner-cum-Additional Chief Registrars of Marriage.
2. All the ADC-cum-DCRIO-cum-District Registrars of Marriage.
3. All the SDM-cum-SDCRIO-cum-Additional District Registrars of Marriage.
4. All the Registrars of Marriage as notified vide No. 2/3/2024-1CRID, dated 10.06.2024.

Memo No. 2/2/2022 - 1CRID

Dated, Chandigarh, the 19th July 2024

Sub: Instructions for registration of marriage in Haryana.

Please find enclosed instructions for registration of marriages in Haryana under the Haryana Compulsory Registration of Marriages Act, 2008. These instructions supersede the instructions issued vide No. 10/61/2013-2HG-IV dated 01.12.2016.

Raj Kumar
Superintendent

for Secretary to Government of Haryana,
Citizen Resources Information Department-cum-
Chief Registrar of Marriages

o/c

A copy is forwarded to the following for information:

1. Private Secretary to Chief Secretary
2. Private Secretary to CPSCM
3. Private Secretary to ACS, CRID
4. Sr. Director (IT)-cum-Scientist-F (Sh. Alok Shrivastav)/Functional Lead-HPPA/Application Lead-HPPA (for making necessary updation to the marriage registration portal).

Raj Kumar
Superintendent

for Secretary to Government of Haryana,
Citizen Resources Information Department-cum-
Chief Registrar of Marriages

o/c

References:

Act/Rules

- i. The Haryana Compulsory Registration of Marriages Act, 2008
- ii. The Haryana Compulsory Registration of Marriages Rules, 2008
- iii. The Prohibition of Child Marriage (Haryana Amendment) Act, 2020 notified in the state of Haryana on 2nd August 2022

Notifications

- iv. General Administration Department Notification No. 6/2/2021 dated 03.12.2021.
- v. Notification No. 2/10/2022-1CRID dated 22nd December 2022
- vi. Notification DC-10/61/2013-2HG-IV dated 16 July 2013
- vii. Notification No. 2/1/2024-1CRID dated 10th June 2024
- viii. Notification No. 2/2/2024-1CRID dated 10th June 2024
- ix. Notification No. 2/3/2024-1CRID dated 10th June 2024

Subject: Instructions for registration of marriage in Haryana

1. Introduction

- 1.1. This order is in supersession of order No 10/61/2013-2HG-IV dated 1st December, 2016 on Registration of Marriages in Haryana under the Haryana Compulsory Registration of Marriages Act, 2008 (hereafter called the Act) and The Haryana Compulsory Registration of Marriages Rules, 2008.

2. Registration Establishment: Competent Authority for Marriage Registration

- 2.1. The administration of the Haryana Compulsory Registration of Marriage Act, 2008 has been allocated to Citizen Resources Information Department (CRID) vide Notification No. 6/2/2021 dated 03.12.2021.
- 2.2. Secretary/Special Secretary, CRID shall be the Chief Registrar of Marriages, vide notification No. 2/10/2022-1CRID dated 22nd December, 2022. (S)He shall be responsible for execution of the provisions of the Act.
- 2.3. The Deputy Commissioners shall be the Additional Chief Registrar for their respective districts vide Notification DC-10/61/2013-2HG-IV dated 16th July, 2013. They shall function as the second appellate authority under Section 9(1) of the Act. Further, registration of marriages beyond 365 days from date of marriage can be done by the Registrar on approval of the Deputy Commissioner under section

- 11(4) of the Act exercising the delegated powers of the Chief Registrar.
- 2.4. The Additional District Commissioner cum District Citizen Resources Information Officer shall be the District Registrar for the respective district vide Notification No. 2/1/2024-1CRID dated 10th June 2024. They shall function as the first appellate authority under section 8(1) of the Act.
- 2.5. The Sub-Divisional Magistrates shall be the Additional District Registrars (ADR) for their respective subdivision vide Notification No. 2/2/2024-1CRID dated 10th June, 2024. Registration of marriages after 90 days but before 365 days from date of marriage can be done by the Registrar on permission from ADRs under Section 11(3) of the Act. This is a function delegated by the District Registrar under Section 4 of the Act.
- 2.6. The following officials shall be Registrar of Marriage for rural areas namely, City Magistrate, Tehsildars, Naib Tehsildars, Block Development Panchayat Officers (BDPOs) and Gram Sachivs vide Notification No. 2/3/2024-1CRID dated 10th June, 2024. They shall be responsible for registration of marriages within their jurisdiction.
- 2.7. The following officials shall be Registrar of Marriage for urban areas within the municipal limits, namely, Joint Commissioners in Municipal Corporations, Executive Officers and Secretaries of municipalities, Tehsildars and Naib Tehsildars vide Notification No. 2/3/2024-1CRID dated 10th June 2024. They shall be responsible for registration of all marriages within their jurisdiction.

3. Eligibility

- 3.1. Every marriage solemnized after the commencement of the said Act, 2008 shall be registered in the manner as provided in Section 7 of the Haryana Compulsory Registration of Marriage Act, 2008 and the rules framed there under and in accordance with these instructions.
- 3.2. Persons, whose marriages were solemnized prior to 16th July 2008, may also get their marriage registered if they were residents of the State at the time of registration of the marriage, subject to the terms and conditions mentioned in section 7 of the Act.

- 3.3. The Registrar may register a marriage which is (a) solemnized in his/her jurisdiction, or (b) if either the bride or the bridegroom was resident in the area under the jurisdiction of the Registrar at the time of marriage, or (c) both bride and bridegroom are presently residing in the said jurisdiction.
- 3.4. The parties to a marriage are entitled to get their marriage registered with Registrar of the area concerned in which the marriage was solemnized or the ordinary place of residence of the bride/her parents or the bridegroom/his parents within a period of 90 days from the date of marriage.
- 3.5. For registration of marriages which took place more than 90 days back but less than 365 days, the registration process shall be completed by the Registrar after the approval of the SDM cum Additional District Registrar.
- 3.6. For registration of marriages which took place more than 365 days back, the registration process shall be completed by the Registrar after the approval of the Deputy Commissioner cum Additional Chief Registrar.
- 3.7. Such parties to a marriage, who have married outside the State but are residents of the State, may also get their marriage registered in the State subject to the terms and conditions mentioned in section 7 of the Act.
- 3.8. If the marriage is already registered outside the State, it shall not be registered again in the State.
- 3.9. In cases where the marriage has been solemnized on or after 2nd August, 2022, that is, the date of coming into effect of the Prohibition of Child Marriage (Haryana Amendment) Act, 2020, in the state of Haryana, the age of the bride must not be less than 18 years and that of the bridegroom not less than 21 years as on the date of solemnization of the marriage.
- 3.10. For registration of marriages solemnized before 2nd August 2022, the Registrar may proceed in accordance with the decision of the Honorable High Court of Punjab & Haryana in CWP 91 of 2023 Satwinder Singh and others vs. State of Haryana and others dated 02 November 2023, reproduced here: "age of the parties has to be seen on the date when the registration of marriage is sought, not on the date when solemnization of the marriage has taken place". Similar orders have

also been passed in few other cases by the Honorable High Court, namely CWP-4238 of 2008 titled as Baljit Kaur Boparai and others vs. State of Punjab and others, decided on 28.03.2009 and CWP-22586 of 2014 titled as Bhupinder Singh and others vs. State of Punjab and others, decided on 12.01.2015.

3.11. In view of the above, for registration of marriages solemnized before 2nd August, 2022, wherein the bride and the bridegroom had not completed the age of 18 years and 21 years respectively as on the date of solemnization of marriage, then the bride should have completed 18 years of age and Bridegroom should have completed 21 years of age at the time of filing the application for registration of their marriage.

3.12. Eligibility of the marriage i.e. identity, age of the Bride and Groom and their address proof shall be determined based on data from the Family Id of such person received from the Family Information Data Repository (FIDR), maintained by the Haryana Parivar Pehchan Authority (HPPA) in case of the bride or groom residing in Haryana. In case the bride or groom do not reside in Haryana or do not have PPP ID, they shall upload the relevant documents as mentioned at subsection 3.14 of these instructions and the Registrar shall verify the authenticity of the documents at the time of registration.

3.13. Documents to be attached with the application in case the bride or groom are from Haryana:

3.13.1. Photograph of marriage with both Bride and the Groom clearly visible in the frame.

3.13.2. Certificate from Priest/Pandit/Maulvi/Gurudwara Prabandhak etc. of marriage solemnized at religious place's certificate or Certificate of marriage conducted under Special Marriage Act 1954.

3.13.3. If the application is made after 90 days of the date of solemnization of marriage, an affidavit attested by notary public or magistrate justifying the cause of delay.

Details/formats may be seen at section b) of Annexure II.

3.14. Documents to be attached with the application in case the bride or groom are not from Haryana:

- 3.14.1. Photograph of marriage with both Bride and the Groom clearly visible in the frame.
- 3.14.2. Certificate from Priest/Pandit/Maulvi/Gurudwara Prabandhak etc. of marriage solemnized or Marriage Registration Certificate issued by the District Magistrate under Special Marriages Act, 1954.
- 3.14.3. If the application is made after 90 days of the date of solemnization of marriage, an affidavit attested by notary public or magistrate justifying the cause of delay.
- 3.14.4. The following documents shall be accepted as proof of age, namely, Birth Certificate/ School Leaving Certificate/ Matriculation/ Tenth Class Marksheet/ Voter ID
- 3.14.5. The following documents shall be accepted as proof of address, namely, Ration Card/ Voter ID Card/ Passport/ Driving License
Details/formats may be seen at section b) of Annexure II.

4. Process of Registration

- 4.1. The application for marriage registration shall be processed in an online mode only on the portal at www.shaadi.edisha.gov.in (or as per the domain name at the time of registration). For ease of reference, this URL is used in the rest of the document. The application form shall be as attached at Annexure II.
- 4.2. Online application, complete in all sense, shall be treated as application or memorandum of marriage for the purpose of section 7 of the Act, made by applicant for purpose of registration of marriage. The requirement of producing physical files is to be done away with henceforth.
- 4.3. For marriages which are conducted with the consent of the parents of the Bride and the Groom, physical presence i.e. personal hearing of the Bride and Groom or any witness shall NOT be required. Consent of the parents shall be based on Aadhar e-KYC from the parents (father and mother) of both bride and groom. The names as received from Aadhar e-KYC shall be matched with the mother and father name provided by the bride and groom in the marriage application form.
- 4.4. For cases where consent of both the parents of bride and groom is not provided along with the application, the physical presence of the Bride and the Groom along

with two witnesses will be a necessary prerequisite.

- 4.5. The bride/groom shall have the choice of applying to any Registrar competent to register such marriage in accordance with clause 3.3 of these instructions.
- 4.6. Gram Sachivs can be the registrar only for marriages registered under the condition mentioned at clause 4.3, i.e. a marriage solemnized between bride and groom-both, and their parents residing in Haryana, with consent of both the parents of bride and groom or where either one of the parents of bride or groom is deceased and recorded as such in FIDR. Gram Sachiv shall be allowed to be selected as the marriage Registrar only when all the four names (i.e. Groom Father Name, Groom Mother Name, Bride Father Name and Bride Mother Name) given by the Bride and Groom match with the respective e-KYC versions. Further, as also stated at clause 4.3, no witness shall be required for registration of marriage in such cases and the parents shall be the witness to the marriage.
- 4.7. Registrars other than Gram Sachivs can register marriages taking place within their jurisdiction, either with the consent of both parents as per clause 4.3 above or without consent, as per clause 4.4. of these instructions.
- 4.8. The detailed user manual may be used for a step-by-step guide to registering marriage at www.shaadi.edisha.gov.in.

5. Marriage Registration Certificate, Appeal, Maintenance of record

- 5.1. The Registrar shall provide two copies of the Marriage Registration Certificate to the couple free of charge, within five days of receiving the application. Each certificate shall have a photograph of the couple affixed on the right-hand top corner of the certificate. The Marriage Registration Certificate shall be generated electronically, with facsimile signature of the Registrar. The certificate shall be available to the applicants in electronic format and also sent to the address of the Bride and Groom by registered post if so requested by the applicant(s).
- 5.2. Any person aggrieved by the order of the Registrar refusing to register the marriage can, within a period of ninety days from the date of such order, appeal to the District Registrar, i.e. ADC cum DCRIO on the marriage registration portal in an electronic format. There shall be no fees for making the appeal. The District Registrar shall take a decision on the appeal, in favor or against, as the case may

be, within one month from the date of filing of the appeal and communicate the same to the concerned Registrar in the portal itself.

5.3. Any person aggrieved by the order of the District Registrar refusing to register the marriage may, within a period of ninety days from the date of receipt of such order, appeal to the Additional Chief Registrar, i.e. the Deputy Commissioner of the district, on the marriage registration portal in an electronic format, by paying a fee of Rs. 50 electronically or by means of a treasury challan. The Additional Chief Registrar shall take a decision on the appeal, as the case may be, within one month from the date of filing of the appeal and communicate the same to the concerned District Registrar or the Registrar in the portal itself.

5.4. The Registrar shall maintain online records in the format as per the form at Annexure III.

6. Penalty

6.1. The failure of the Registrar to provide Marriage Registration Certificate within 5 days of the application or rejection of the application in this period would be notified under the Haryana Right to Services Act and appropriate penalties shall be levied in case of delay in providing the certificates. The period of delay, from five days onward, shall be calculated till the download of the Marriage Registration Certificate from the portal or till the receipt of the registered copy by the applicant(s), whichever may be earlier.

6.2. A Marriage Registration Certificate obtained by means of any fraud, misrepresentation or concealment of facts or by some other means shall be declared as invalid/non-est. and the benefit availed by the candidate, if any, shall be withdrawn. A criminal case may also be registered against the applicant for misrepresenting the facts and disciplinary/criminal proceedings may also be instituted against the official/ authorised person(s) for incorrect/wrong verification by collusion or otherwise, in accordance with section 16 of the Act.

ANNEXURE I

Fees for Registration/Appeal

	Activity/ Timeline for Presentation	Fee in INR
1	Application for Registration- within 90 days	Nil
2	Application for Registration- between 90-365 days	100
3	Application for Registration- beyond 365 days	200
4	First Appeal- within 90 days of Registrar's order of rejection	Nil
5	Second Appeal- within 90 days of District Registrar's order of rejection	50

ANNEXURE II

Form No.1

[See rule 3(3)(a) and 4(a)]

Application form for Registration of Marriage under the Haryana Compulsory Registration of Marriages Act, 2008 (6 of 2008)

This form shall be filled by any applicant applying for registration of marriage in Haryana on the designated marriage registration portal of the State.

a) Marriage Application Form

Sno	Field List	Remarks
1	Marriage Act	Select the marriage act under which registration is sought
2	Date of Marriage	Date of marriage in DD/MM/YYYY format
3	Marriage Registrar Details <ul style="list-style-type: none">• Area Type (Urban/Rural)• District• Place of registration	The marriage registrar where registration is sought. <ul style="list-style-type: none">• Incase area type is rural, select district and block• Incase area type is urban, select district, municipality and municipality zone
4	Place of Marriage <ul style="list-style-type: none">• Country• State• District• Address• Postal/Zip Code	Select details of place of marriage.
5	Groom/Bride Details <ul style="list-style-type: none">• Country• State• District• Parivar Pehchan Number (incase resident of Haryana)• Aadhar Number (in case resident of any other State in India)	<ul style="list-style-type: none">• These details shall be required to be filled in for both bride and groom.• Incase the Parivar Pehchan Number of Bride/Groom is provided, then the family member to be designated as the



Sno	Field List	Remarks
	<ul style="list-style-type: none"> • <i>Name</i> • <i>Father's Name</i> • <i>Mother's Name</i> • <i>Date of Birth</i> • <i>Marital Status before marriage</i> • <i>Religion</i> • <i>Occupation</i> • <i>Nationality</i> • <i>Present Address</i> • <i>Permanent Address</i> 	<p>bride/groom shall be selected and the following fields pertaining to the member shall be obtained electronically from the Family Information Data Repository (FIDR):</p> <ul style="list-style-type: none"> ○ <i>Father's Name</i> ○ <i>Mother's Name</i> ○ <i>Date of Birth*</i> ○ <i>Occupation</i> ○ <i>Present Address</i> <p>* In case "Verified" date of birth is not present in FIDR, the bride/groom shall be required to get the same verified before moving ahead with the application.</p>
6	<p>Family Restructuring Option <i>Select one of following options</i></p> <ul style="list-style-type: none"> • <i>The bride shall move to groom family</i> • <i>The groom shall move to bride family</i> • <i>Bride and groom shall create a separate family residing in Haryana</i> • <i>Bride and groom shall create a separate family residing outside Haryana</i> 	<p>Select any one option. The same shall be affected in FIDR, once the marriage certificate is issued.</p>
7	<p>Witness Details</p> <ul style="list-style-type: none"> • <i>Witness Name</i> • <i>Witness Address</i> 	<p>Enter Witness details</p>
8	<p>Applicant's Details</p> <ul style="list-style-type: none"> • <i>Name</i> • <i>Address</i> • <i>Mobile Number</i> • <i>Email</i> 	<p>Enter details of the applicant applying the marriage registration form</p>

b) Documents required to be uploaded along with the form (For those with Family ID, only documents mentioned at 1 below to be uploaded. The rest shall be fetched from FIDR)

Sno	Field List
1	<p>Photographs</p> <ul style="list-style-type: none"> • <i>Couple's Photo for use in the marriage certificate- photograph of the couple sitting / standing side by side as portrait and in ratio of 3:2 with clear/white background)</i> <p>Proof of Marriage (anyone i.e. those with or without Family Id)</p> <ul style="list-style-type: none"> • <i>2 Wedding Photographs with both Bride and the Groom clearly visible in the frame (one mandatory photograph of Varmala Ceremony)</i> • <i>Certificate from Priest/Pandit/Maulvi/Gurudwara Prabandhak etc. of marriage solemnized or Marriage Registration Certificate issued by the District Magistrate under Special Marriages Act, 1954.</i> • <i>Wedding Invitation Card (if Invitation card is not available,an undertaking regarding the marriage in prescribed format-attached)</i> <p>For cases of delayed application</p> <ul style="list-style-type: none"> • <i>Undertaking from Bride and Groom stating reasons of delay (Incase registration is applied after 90 days of date of solemnization of marriage-format attached)</i> <p>For cases of re-marriage</p> <ul style="list-style-type: none"> • <i>Divorce order in case of divorcee and attested copy of death certificate in case of widow/widower.</i> <p>For cases without photograph/invitation card/priest or Magistrate certificate</p> <ul style="list-style-type: none"> • <i>In case couple is already married according to their traditions but don't have any of the following: photograph or wedding invitation card or certificate, attested copy of their child/children's birth may be attached.</i>
2	<p>Additional Documents</p> <ul style="list-style-type: none"> • <i>Groom Age Proof (incase Parivar Pehchan Number not provided)</i> • <i>Bride Age Proof (incase Parivar Pehchan Number not provided)</i> • <i>Groom Address Proof (incase Parivar Pehchan Number not provided)</i>

	<ul style="list-style-type: none">• <i>Bride Address Proof (incase Parivar Pehchan Number not provided)</i>
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c) Documents to be accepted as proof (documents/data shall be fetched from FIDR for those with Family ID)

- **Age Proof**
 - Birth Certificate
 - School Leaving Certificate
 - Matriculation/ Tenth Class Marksheet
 - Voter ID
- **Address Proof**
 - Ration Card
 - Voter ID Card
 - Passport
 - Driving License

Format for undertaking in lieu of invitation card

UNDERTAKING

We, [Bride's Full Name], daughter of [Father's Name] and [Mother's Name], born on [D.O.B.], residing at [Bride's Address], and [Groom's Full Name], son of [Father's Name] and [Mother's Name], born on [D.O.B.], residing at [Groom's Address], do hereby solemnly affirm and state on oath as follows:

1. That we are the bride and groom in the marriage solemnized between ourselves.
2. That the marriage between ourselves was solemnized on [Date of Wedding] at [Place of Wedding], in a simple manner, professing as per customs, rites and ceremonies, in the presence of our near-dear relatives, friends and guests from both sides.
3. That we confirm that our wedding is solemnized with our natural consent, understanding, knowledge, faith belief and without any compulsion, force, inducement, allurements, coercion or influence on us.
4. That no invitation card was printed for the wedding, and this affidavit is being made to get our marriage registered in the office of the Registrar of Marriages.
5. That we are competent to enter into the marriage in accordance with the provisions of the [Applicable Marriage Act, e.g., Special Marriage Act, 1954].
6. That there is no legal impediment in our marriage, and we are not related to each other in any manner which would make our marriage void under the law.
7. That this affidavit is being made only for the purpose of registering our marriage.

DEPONENT(Bride)

DEPONENT(Bridegroom)

VERIFICATION:

Verified at _____ on this _____ day of _____, 20 that the contents of the above affidavit are true and correct to the best of our knowledge and belief and no part of it is false and nothing material has been concealed.

DEPONENT(Bride)

DEPONENT(Bridegroom)

Format for undertaking for delayed registration

UNDERTAKING

We, [Bride's Full Name], daughter of [Father's Name] and [Mother's Name], born on [D.O.B.], residing at [Bride's Address], and [Groom's Full Name], son of [Father's Name] and [Mother's Name], born on [D.O.B.], residing at [Groom's Address], do hereby solemnly affirm and state on oath as follows:

- 1. That our marriage was solemnized on [Date of Marriage] at [Place of Marriage].**
- 2. That due to [Reason for delay], the registration of our marriage could not be done within the prescribed time limit of 90 days from the date of marriage.**
- 3. That we have now applied for the late registration of our marriage along with the required documents and fees.**
- 4. That the facts stated above are true and correct to the best of our knowledge and belief. No part of it is false and nothing material has been concealed.**

DEPONENT(Bride)

DEPONENT(Bridegroom)

VERIFICATION:

Verified at _____ on this _____ day of _____, 20 that the contents of the above affidavit are true and correct to the best of our knowledge and belief and no part of it is false and nothing material has been concealed.

DEPONENT(Bride)

DEPONENT(Bridegroom)

Form No. II

[See rule 3(3)(b) and 7(a)]

Marriage Registration Register

Register of Marriage for _____ District for the year _____

Sno	Details
1.	Unique Id (<i>System generated ID</i>)
2.	Marriage Act (<i>Marriage Act under which registration sought</i>)
3.	Date of Marriage
4.	Marriage Registration ID (<i>System generated ID</i>)
5.	Entry Date (<i>Date of Application</i>)
6.	Entry by Name (<i>Details of login through which marriage application applied</i>)
7.	Entry by Email (<i>Details of login through which marriage application applied</i>)
8.	Entry By IP address (<i>Details of login through which marriage application applied</i>)
9.	Date of registration of Marriage
10.	Photograph of the couple (bride & groom)
11.	Groom Citizen of India (Yes/No)
12.	Groom Country
13.	Groom State (<i>Incase Country is India</i>)
14.	Groom District (<i>Incase Country is India</i>)
15.	Groom Permanent Address
16.	Groom Correspondence Address
17.	Groom Pin Code
18.	Groom Family ID (<i>Incase Groom family resides in Haryana</i>)
19.	Groom Mobile Number
20.	Groom Name
21.	Groom Date of Birth
22.	Groom Father Name
23.	Groom Mother Name
24.	Groom Marital Status at the time of marriage
25.	Groom Nationality
26.	Bride Citizen of India (Y/N)
27.	Bride Country
28.	Bride State (<i>Incase Country is India</i>)
29.	Bride District (<i>Incase Country is India</i>)

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Sno	Details
30.	Bride Permanent Address
31.	Bride Correspondence Address
32.	Bride Pin Code
33.	Bride Family ID (<i>Incase Bride family resides in Haryana</i>)
34.	Bride Mobile Number
35.	Bride Name
36.	Bride Date of Birth
37.	Bride Father Name
38.	Bride Mother Name
39.	Bride Marital Status at the time of marriage
40.	Bride Nationality
41.	Marriage Registrar District
42.	Place of Registration
43.	Name of Registrar
44.	Designation of the Registrar
45.	First Witness Name
46.	First Witness Address
47.	Second Witness Name
48.	Second Witness Address
49.	Applicant Name
50.	Applicant Mobile Number
51.	Family Restructuring Option Selected (<i>The option selected for restructuring the family in PPP once the marriage is registered</i>)