

SCHEDULE 3

Regulation 13(a)

STANDARD CONDITIONS TO BE ATTACHED TO PLACE APPROVALS

(Section 144 of the Civil Partnership Act 2004)

1. The approval holder is responsible for compliance with these conditions and must make arrangements to ensure that in his or her absence a person of suitable responsibility is available in this regard.

2. The approval holder (or his or her delegate) shall be available in or at the approved place for a minimum of one hour prior to each civil partnership registration and during the registration itself.

3. The approval holder must notify the authority immediately of any change to any of the following:

- (a) the nature of the approved place from that described in the application for approval;
- (b) the name, description and full postal address (if any) of the approved place; and
- (c) the address of the approval holder.

4. Where a person is deemed to be an approval holder under regulation 24, that person shall be obliged to notify the authority immediately of that fact in accordance with regulation 24.

5. The approved place must be made available for inspection by the authority at all reasonable times.

6. No food or drink may be sold or dispensed or consumed in any approved place in which a civil partnership registration is to take place within one hour prior to that registration or during the registration itself, except where the registration takes place in a separate room or similarly defined space within the approved place in which case this restriction shall apply only to that room or space.

7. The arrangements made by the approval holder for each civil partnership registration must meet with the prior written approval of the registrar.

8. (1) Any reference to an approved place on any sign or notice, or on any stationery or publication, or within any advertisement, relating to that place may state, subject to sub-paragraph (2), that the approved place has been approved by the authority as a venue for civil partnership registration in pursuance of the Act and if it does so, must state that such an approval does not bind the authority to perform or provide a service without prior consultation with and agreement of said authority.

(2) Any reference under sub-paragraph (1) shall not state or imply any recommendation of the approved place or its facilities by the authority, the Registrar General or any of the officers or employees of either of them.