HOUNSLOW JAMIA MASJID & ISLAMIC CENTRE 

**HJM Nikah Policy and Booking form Version 2.1 November 2019**

**Policy**

The Management of Hounslow Jamia Masjid (HJM) wishes to congratulate prospective couples who wish to marry in accordance with Islamic law (Nikah).

The appointed Head Imam of HJM performs all Nikah ceremonies which take place in conjunction with Hounslow Jamia Masjid.

A Nikah is not recognised as a valid marriage under English law. Please see the *Important Notes* below.

The following provides a brief overview of the HJM Nikah booking process.

1. **Booking Form.** This is provided below. We recommend that bookings are made at least three weeks prior to the planned date. To make a booking:

a. Complete the signed Nikah Booking form and email to info@hounslowmasjid.co.uk. Alternatively, it can be handed in to the reception area of the Mosque. The documents required on the booking form should also be sent with the email.

2. **Booking Fee.** Full details of the fees are set out below on the Nikah Booking form. These can be paid on the day of the Nikah by agreement with the Imam. A full receipt will be provided for all payments made. The receipt is to be provided by the person authorised by the Mosque to accept payment (either the Imam or a Trustee).

3. **First meeting with the Imam.** Whilst not compulsory, we encourage that the parties to the marriage and/or members of the respective families meet with the appointed Imam, at a mutually agreed time prior to the day of the ceremony. The purpose of this meeting is for a general discussion with the Imam, which may include the Islamic obligations pertinent to marriage and the couple’s personal circumstances. All such discussion will be carried out in confidentiality with the Imam.

4. **Documents required.** Please see the documents listed on the Booking form. We advise these are brought to the first meeting, or otherwise on the agreed date of the Nikah ceremony. Originals must be brought together with a clear photocopy for each, to be retained by HJM.

5. **Venue**: The Nikah can be typically accommodated in a private room within the Mosque. Should you require a larger room or hall, this can be privately hired. All persons attending the ceremony are kindly requested to observe the Islamic tradition of dressing in keeping with Islamic values. The management reserves the right to refuse admission to anyone who does not comply with this request. See the Agreement Form for Hire of Facilities Version 1 which includes details of charges for the Community hall.

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* Upon request and subject to his availability, the Imam of the mosque can also perform Nikah ceremonies at an alternative venue (i.e. avoiding the congregational prayer times). Additional charges for his time / travel are detailed on the application form.

**IMPORTANT NOTES:**

1. **Hounslow Jamia Masjid is also registered to solemnise marriages in accordance with English law**
2. **Any second marriages are not in accordance with English law. As such we are not in a position to conduct such marriages. By completing the booking form and proceeding with the Nikah, you are confirming none of the parties involved are already married.**

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Useful web links:

UK law: Local Government website: Marriages in Hounslow

http://www.hounslow.gov.uk/marriages