- 1. Memorandum
- 2. Affidavit Bride and Bridegroom.
- 3. Matric Certificate / Pan Card Both Bride and Bridegroom for Age proof.
- 4. Single Photo Bride.
- 5. Single Photo Bridegroom.
- 6. Combine Photo
- 7. Councilor/ Pradhan report of Bride.

Municipal Corporation has issued Marriage Certificate within 90 days. After 90 days marriage certificate issued by SDM (C), Sadar, Distt. Mandi HP.