



## **ISLAMIC CENTER OF GREATER CINCINNATI NIKAH REQUEST FORM**

**Alhamdulillah, you have found your partner in life and you both feel ready to celebrate your commitment in front of Allah (SWT) and the community. It is a very exciting moment, and it can be quite stressful too. At ICGC, we want to help you make it as easy as possible. So here are the procedures and information necessary for you to successfully navigate through the whole process.**

### **Procedures for a Nikah at ICGC includes understanding and agreement to the following:**

- 1) I will obtain a *marriage license* from the local Ohio county courthouse and submit it no later than *seven days* before the date of the Islamic marriage.
- 2) I will complete the Marriage Profile and Application Form and submit this no later than *seven days* before the date of the marriage.
- 3) I understand that my fiancé and I will need to complete a highly recommended premarital counseling session before the Nikah ceremony. My fiancé and I will read and review the Premarital Questionnaire prior to the counseling session. This is intended for the couple to be able to better communicate and understand each other and set realistic expectations and boundaries in marriage.
- 4) My fiancé and I will provide *two witnesses* for the Islamic ceremony.
- 5) I will pay the following fee by check, cash or credit card no later than seven days before the date of the Nikah:

### **Nikah Service Fee:**

- Non-Member Fee: \$300**
- Current ICGC Member Fee: \$200**

**\* I understand that there is no *INSTANT NIKAH* without preparation and ICGC will not proceed with the Nikah until all paper work has been submitted, premarital counseling has been completed, and all logistical matters have been completed.**

As a service to you and to comply with the State requirements, the completed marriage documents of a Nikah performed by ICGC will be sent by us to be registered in the Ohio County where the marriage permit was obtained, to be recorded as a legal marriage. ICGC takes no responsibility for any changes or additional regulations that the county or state may issue from time to time.

**I have read and understand the procedures for marriage through the Islamic Center of Greater Cincinnati.**

**By selecting the box below, I agree to complete the procedures as stated above.**

**I agree**

- Signature of bridegroom** \_\_\_\_\_ **Date** \_\_\_\_\_
- PRINTED name** \_\_\_\_\_
- Signature of bride** \_\_\_\_\_ **Date** \_\_\_\_\_
- PRINTED name** \_\_\_\_\_

**NOTE: ALL FIELDS ARE REQUIRED**

**Requested Date of Nikah \*** \_\_\_\_\_ **Requested Time of Nikah \*** \_\_\_\_\_

**Requested Address of Ceremony \***

Islamic Center of Greater Cincinnati

Other: \_\_\_\_\_

**PLEASE PRINT CLEARLY – THIS INFO WILL APPEAR ON YOUR DOCUMENTS**

**Bride's Name \*** \_\_\_\_\_

**Bride's Religion:** \_\_\_\_\_

**Groom's Name \*** \_\_\_\_\_

**Groom's Religion:** \_\_\_\_\_

**Bride/Groom Phone Number \*** \_\_\_\_\_

**Bride/Groom Email Address \*** \_\_\_\_\_

**Alternate Contact Person's Name \*** \_\_\_\_\_

**Alternate Contact Person's Phone Number \*** \_\_\_\_\_

**Alternate Contact Person's Email \*** \_\_\_\_\_

**What is the most suitable day for us to schedule the premarital counseling session: \***

Please note, we will do our best to accommodate your schedule, but this does not guarantee a meeting at the selected time. The Imam's office will contact you to set the appointment.

**THE WAIT FOR A WEEKEND APPOINTMENT IS LONGER.**

- Weekday Morning
- Weekday Afternoon
- Weekday Evening
- Weekends Only
- Other: \_\_\_\_\_

**Additional Information \***

Indicate any details/ concerns/ requests of which you would like us to be aware.

\_\_\_\_\_  
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**OFFICE USE ONLY**

**Application Received** on \_\_\_\_\_ by \_\_\_\_\_

**License Received** on \_\_\_\_\_ by \_\_\_\_\_

**Payment Received** on \_\_\_\_\_ by \_\_\_\_\_

**Payment Amount:** \$ \_\_\_\_\_ **Payment Method:** Cash    Check    CreditCard

**Date of Nikah:** \_\_\_\_\_

**Person to Perform Nikah:** \_\_\_\_\_