

Wedding Ceremony Application Form

婚礼申请表

Singapore Soka Association

新加坡创价学会

Bridegroom's Particulars (新郎个人资料)

Name as in NRIC (English) 身份证的英文姓名		Date of Birth 出生日期
Zone 本部	Chapter 支部	District 地区
Position 役职	Tel (Home) 住家电话号码	Tel (Mobile) 手机号码
Address 地址		

Bride's Particulars (新娘个人资料)

Name as in NRIC (English) 身份证的英文姓名		Date of Birth 出生日期
Zone 本部	Chapter 支部	District 地区
Position 役职	Tel (Home) 住家电话号码	Tel (Mobile) 手机号码
Address 地址		

Ceremony Information (婚礼信息)

*Wedding ceremony may be conducted for **two couples** at the same timing at the discretion of the Wedding Ceremony Committee.

*由婚礼委员会决定, 在同一时段可能会有两对新人同时举行婚礼。

Ceremony Date and Day 婚礼的日期和星期几	Time 时间				*Kindly circle the intended timing. *请在上面你所选择的时间画圈
	9.30am	11.30am	1.30pm	3.30pm	
Name and Contact No. of Coordinator 协调员姓名与联络号码					
Name and Contact No. of Emcee 司仪姓名与联络号码					
Name and Signature of Applicant 申请者姓名与签名			Date of Application 申请日期 *Cut-off date: 2 months prior to date of ceremony. *截止日期: 婚礼日期的两个月前。		

Additional Information (附加资料)

Date of Solemnization 婚姻注册日期
Kindly provide a copy of the Wedding Certificate if marriage was solemnized. 如果已到婚姻注册局注册, 请提供结婚证书副本一份。

Acknowledgement (确认申请)

Name and Signature of MD Chapter Chief 支部长姓名与签名	Date 日期
Note: Please read all prints and overleaf instructions carefully before submitting the application form to HQ. 注: 请仔细阅读此申请表格, 以及背面的指示与申请手续之后, 才将申请表格呈交给总部。	

For Official Use (正式的公务记录)

Remark 备注	MMS Update 会员系统记录更新
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Consent on usage of my personal data 同意让SSA使用个人资料

By signing this wedding ceremony application form, I agree that Singapore Soka Association may collect, use and disclose my personal data, as provided in this application form, for the following purposes in accordance with the Personal Data Protection Act 2012 and our data protection policy:

- (a) the processing of this wedding ceremony application; and
- (b) the recording of these information in our system.

Please visit our website at (<https://ssabuddhist.org/pdpa/>) for further details on our data protection policy, including how you may access and correct your personal data or withdraw consent to the collection, use or disclosure of your personal data.

签署这份”婚礼申请表“表示我同意让新加坡创价学会（SSA）依据2012年个人资料保护法令和SSA的资料保护政策，收集、应用和透露您填写在此表格的个人资料作为以下用途：

- (a) 进行此婚礼申请表的处理
- (b) 将资料储存在我们的系统

关于SSA的资料保护政策，包括您如何能进入去更改您的个人资料或取消同意收集、应用和透露您的个人资料的详情，可浏览SSA网站(<https://ssabuddhist.org/pdpa/>)了解更多。

Applicant's Name/Signature

申请者姓名与签名 _____

Date

日期 _____

General Guidelines & Procedures

1. Ceremonial timings available are 9.30am, 11.30am, 1.30pm and 3.30pm only.
2. Newly-weds are advised to arrive at Tampines Soka Centre 30 minutes before ceremonial time.
3. Only light reception should be served. Decorations are not allowed in the centre premises. Seating capacity for the hall is estimated to be 180.
4. Wedding ceremony will be conducted for TWO couples at the same timing at the discretion of the Wedding Ceremony Committee.
5. Application form must be filled and duly signed by the newly-wed and acknowledged by MD Chapter Chief.
6. A copy of the Marriage Certificate must be attached with the application if the marriage was solemnized.
7. A mandatory group briefing will be conducted for the newly-wed, their coordinator and emcee one month prior to the ceremony.
8. There will be a Wedding Ceremony Donation. This donation can be made at SSA HQ, Senja Soka Centre or Soka Youth Centre. Kindly email a copy of the donation receipt to weddingenquiry@ssabuddhist.org for recording purpose.
9. If your solemnization will take place during the ceremony, kindly email a copy of the Marriage Certificate to weddingenquiry@ssabuddhist.org for record purpose after the day of the ceremony.

指示和申请手续

1. 婚礼时间只在上午9时30分、11时30分、以及下午1时30分、3时30分。
2. 新人必须在婚礼时间的前30分钟抵达淡滨尼创价会馆。
3. 茶点招待应从简。会馆场所不宣布置，礼堂有180个座位。
4. 由婚礼委员会决定，在同一时段可能会有两对新人同时举行婚礼。
5. 新人必须将申请表填妥、签名后，交由支部长确认和签名。
6. 如果已到婚姻注册局注册，必须附上一份结婚证书副本。
7. 在婚礼的一个月前，一对新人、协调员及司仪将必须一起出席一个婚礼简介会。
8. 申请此项婚礼须做一份供养。可到SSA总部、信佳创价会馆或创价青年中心做供养，并将收据发送到 weddingenquiry@ssabuddhist.org 作为记录用途。
9. 如果婚姻注册仪式是在婚礼上进行，请在婚礼过后将结婚证书的副本电邮到 weddingenquiry@ssabuddhist.org 留作记录。