

34 Francis Road, Leyton, London E10 6PW / Tel: 020-8558-0581/ 020-8925-0673 /Fax: 020-8558-7872

**APPLICATION TO FILE AN ISLAMIC DIVORCE (DISSOLUTION/KHULA/TALAQ)**

**LETTER OF AUTHORITY & ACCEPTANCE**

**I (Name of Wife)**

**Of (Address)**

**Email**

**Contact Telephone**

Authorize the Islamic Sharia Council to investigate my case and then to consider my application to obtain an Islamic Divorce (Talaq / Khula) according to the rules and regulations of the council.

- I promise to accept the decision of the council irrespective of my own personal interest in order to maintain the supremacy of the Sharia over all other considerations. However I may withdraw my application before the council's decision, but I understand that once the council has initiated the proceedings, I will not be able to claim the refund of the fee paid.
- I confirm that I have not applied to any other Sharia Council/Court for my Islamic Divorce. Before I do so, I will inform the council and withdraw this application.
- I also promise not to enter into another marriage contract before the verdict of the council and the end of the "IDDAH" period.
- I also solemnly swear that at the moment I am not violating any of the matrimonial laws of the Sharia.
- I confirm that I have read the procedure outline in this form explaining the council's procedure and I have read it carefully and agree to it.
- I understand that the file for my case will be securely retained by the Sharia Council for **a period of 6 years** from the date of my application, after which it will be safely destroyed.

Signed:

Name in BLOCK CAPITALS:

Date:

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**CB:**  
(Official Use Only)

**Date:**  
(Official Use Only)

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Wife Details		Husband Details	
Name		Name	
Address		Address	
Tel (Home)		Tel (Home)	
Tel (Mobile)		Tel (Mobile)	
Email		Email	
Date & Place of Birth		Date & Place of Birth	
Nationality & Status		Nationality & Status	

Place of Nikah		Date of Nikah	
Place of Registration in UK		Date of registration	
Have you sponsored your spouse?		If Yes, when did he/she enter the country?	
Amount of Dower (Mahr) Agreed?			
(a) How much has been paid?		(b) How much has been deferred?	
Have you been given any Land, Jewellery or any other item by your husband? Please give details.			

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Please give details of any Jewellery or household items which were given by your parents to you, which are still in the possession of your husband?	
Main reason for asking for divorce	
Have you been married before?	YES NO
If yes, please provide proof of your previous Divorce Certificate	

Details of children from this marriage			
Name	Age	Name	Age

Date since separation from Husband? (Please read section D for more information)	
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Have you applied for Civil Divorce?	YES	Date of Decree Absolute, if applicable	
	NO	Please read section A and consult your solicitor	

Did your Husband defend the Divorce petition in court	YES	
	NO	Send copy of D10 form

- Note: Marriages which take place abroad and, are recognised by the relevant law of the land, are recognised by the English law as a legal marriage.
- **Please ensure you fill out all relevant sections of the form. Any Incomplete form will either be returned to the applicant or not registered.**

**DECLARATION: I have read section A,B,C,D before submitting the form. I testify In the name of Allah (SWT) that the information which has been given is true. By printing your name below you are giving the “ISC” full consent to deal with the matter stated above.**

Signed:  Date:

Print Name:

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### Check List for Divorce Application

You must answer all the questions in the application form otherwise it may cause a delay in your case being processed. To help us process this application quickly, we would like you to provide as much information as possible to support your Khula application by way of evidence. **Please Do Not Send Originals.**

Please enclose copy of the following:

1. Photo Id (Passport or Driving License)
2. Nikah Nama and Civil Marriage Certificate
3. Decree Nisi or Decree Absolute (if applicable)
4. Letter from Solicitor or Court (if applicable)
5. Payment to Islamic Sharia Council

***“Once you have sent your application form to ISC, someone from the office will be in touch within 5-10 working days. If you do not receive a call or letter by then, please contact the office.”***

The total fee for this service is £400 pounds which you must pay in the following instalments

- a) **£200** pounds fee with your application form covering registration fees.
  - b) **£200** pounds final payment, before the issuance of divorce certificate
- Do not make a full payment of £400 in one payment. It has to be in 2 parts.

Please send your completed and all documents to:

The Islamic Sharia Council  
34 Francis Road,  
Leyton, London E10 6PW

Or email them to: [mycase@islamic-sharia.org](mailto:mycase@islamic-sharia.org)

(Cheque / Postal order made payable to “The Islamic Sharia Council”. For debit / credit card payment process please see below.) Please read Section C for further details

Amount Paid		Cheque No	
Cheque	Postal Order	Credit/Debit Card	Cash (office only)
Date of Cheque			
If paying by card, please provide below your contact details to enable the accounts department to call you. If you do not receive a call within 5 working days, please call the office.			
Name of Card Holder		Contact Number	
Convenient time to contact you?			

(Official Use Only)

Application Received by:

Name:

Sign:

Date:

For enquiries telephone the office Monday to Thursday 10:00am to 6:00pm

E-Mail: [info@islamic-sharia.org](mailto:info@islamic-sharia.org) / website: [www.islamic-sharia.org](http://www.islamic-sharia.org) / Registered Charity No. 1003855

## **PLEASE KEEP THIS SHEET FOR YOUR INFORMATION**

### **SECTION A: Important information for British citizens regarding civil divorce:**

1. You have to apply for civil divorce:
  - i) If your marriage took place in any country abroad (like Pakistan, Bangladesh) in accordance to the law of that country. **It does not matter you have sponsored your spouse or not.** For details please see Foreign Marriage Act 1892.
  - ii) If your marriage took place in the UK and registered in a civil registry.
2. Civil divorce is not required if your marriage took place in the UK but was never registered in a civil registry.

### **SECTION B: Islamic Sharia Council (ISC) procedure for Khula / Marriage Dissolution (When Wife is the Petitioner)**

1. All new and prospective applicants must attach the main reasons for seeking a Khula / Marriage Dissolution, on a separate sheet, with their application form.
2. Your application will be registered with the relevant details. It is imperative that you provide a contact address for the husband.
3. The Council will issue the first letter to the husband, informing him that his wife has approached the ISC for Khula / Marriage Dissolution. The applicant will receive a copy with a reference number for future correspondences. If the husband fails to reply within the allocated period, the ISC will issue a second letter which will be followed by a third letter if no reply was received within the allocated time. The allocated period for husbands residing in the UK is one month otherwise two months for those residing abroad.
4. If the husband failed to respond to the third letter, the Council will request the applicant to verify the respondent's address. However, if the husband responded at any point, a joint meeting between both parties and the ISC representative is an integral part of the proceedings to carry out fair and just meditation. Failure to attend this meeting by the applicant may delay the case or result in its closure.
5. The above procedure is subject to the nature of the contact details of the husband.
6. Once the Council has received verification of the husband's address, it will issue an interview request letter to the wife and the husband (provided he is legally able to do so) to see one of the ISC representative in their area (if applicable). The representative will produce a report accordingly.
7. If the husband does not attend the interview in given time, the Council will issue a final notice sent to him via recorded delivery.

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8. A request is sent to the wife asking her confirmation to take the file to the next panel meeting, which is on last Wednesday of every month. However, before a case is presented to the panel meeting, all the above criteria must be met.

9. Once the case goes to the panel meeting, if any conditional decision of dissolution is made by the panel then divorce certificate is issued subject to compliance of these conditions. If the wife breaches any conditions which she agreed to, the council may revoke the divorce certificate.

10. We cannot give an actual time frame for the process to complete as this is dependant on the individual case and the response from both parties

***\*For Civil divorce, a solicitor must be consulted as this is an Islamic Divorce. The Sharia Council does not deal with legal matters.***

## **SECTION C: Payment Details**

In order to register with Islamic Sharia Council, please fill in the enclosed application form and return it to us with your payment.

The total fee for this service is £400 pounds which you must pay in the following instalments

- a) **£200** pounds fee with your application form covering registration fees.
- b) **£200** pounds final payment, before the issuance of divorce certificate

**Cheque and postal order are to be made payable to: The Islamic Sharia Council.**

**Note:** Any declined cheques will hold a **£25** Admin fee

**Please Note Registration Fees are Non Refundable.**

## **SECTION D: Definition of Separation**

Separation is counted from the day when matrimonial relationships were halted completely i.e. No on and off contact took place.

## **SECTION E: Instructions for communication with ISC:**

- 1) General enquiries: Please quote reference number when communication with Council.
- 2) We can give case information to anyone apart from applicant or respondent unless authorised to do so in writing.
- 3) For Change of Address: Written information is required.
- 4) Case closure / pause and reopen: Written Notice should be submitted by the applicant.