

**CLIENT PRIVATE PROFILE FORM**

**MMC: Reference Number**



**TERMS AND CONDITIONS**

Assalamu Alaikum. You have requested to join Muslim Matrimonial Coach. Before you start to fill in your details onto the Profile form, you are requested to familiarise yourself with our web page, read about us, our process, and our goals. Then please carefully read the Terms and Conditions as set out by MMC so that you are very clear about the code of conduct, we expect all our members to adhere to.

By completing this form and sending it back to us, you are agreeing to abide by our full Terms and Conditions set out on our webpage, [www.muslimmatrimonialcoach.com](http://www.muslimmatrimonialcoach.com), a summarised version is set out below:

1. The purpose of the Muslim Matrimonial Coach (also known as ‘MMC’ is primarily a UK registered Marriage Bureau, Matchmaker, Introductions, VIP Head hunting service business where its prime role is to introduce suitable Muslim partners to men and women for the purpose of marriage. It is STRICTLY NOT a dating service.

2. MMC will provide ‘matched’ profile details of suitable members based on details declared and submitted via the standard profile form you completed, either in Microsoft Word doc or PDF format. MMC responses will primarily be based on the details disclosed by yourselves or your parents/guardians, or your relatives, or friends in the standard profile forms that we sent out to them. Therefore, it is very important to ensure you give us as many details about yourself and about the kind of person you are seeking. We cannot accept any responsibility for any possible errors, incorrectness, or mismatched results. However, clients will note that the declarations that make, combined with the safeguards mentioned below, do make such a possibility unlikely. You also warrant that all information supplied by you is true, accurate and not misleading and that you are a Muslim by faith.

3. MMC reserves the right to refuse an application for registration or to strike a member off the database without giving reason if the services are misused by the client, subject to a fair opportunity to appeal.

4. MMC will primarily send all correspondence or communication via email messages to the main person named on the profile and copied to the person(s) who acts as their Guardian or support. It is the responsibility of the main person named on the profile, who will also be the main signatory on the application to undertake to respond and communicate with MMC and they or the appointed Guardian will be held liable for all charges and fees applicable, unless otherwise advised and noted in the standard profile form. This means we will process applications made on behalf of relatives subject to receiving approval from them.

5. MMC will always be available to receive any form of contact and communication from clients. Once the client has decided to apply for membership, MMC will then conduct an in-depth formal interview with them, whether online, chat or face to face to establish that the details disclosed in the profile form are correct and honest and to determine that the person is exactly who they say they are. This helps to build trust. Both MMC and the client should take the opportunity to ask questions and seek answers to any concerns and to clear any important points. It is the client’s responsibility to provide MMC with a bona fide reliable mobile or land-line number where they can be quickly and easily reached. MMC will never disclose your private number(s) to anyone unless permission is given.

6. All clients who wish to apply for membership of MMC, will agree to complete a client profile form honestly and they will make the time to satisfy MMC as to who they are and provide the necessary ID proof as part of the checking and vetting process. MMC will not hold itself responsible for any claim, which may arise in any case, where it is discovered, the client lied about their details. However, MMC will always take all necessary measures to ensure every client that is accepted as a member poses minimal risks to the business, clients, and members. Every client will be vetted and checked for truthfulness, accuracy, and honesty. All clients are asked to familiarise themselves with the time limits with regards to memberships with each of the packages.

7. Members or Clients failing to attend an arranged meeting with another member or client without giving proper and timely notification to MMC are liable to pay £50.00 plus the travelling expenses incurred by the other party or parties (We provide genuine meetings only).

8. Membership is **STRICTLY NOT** transferable. The member accepts that once he/she has received details of the first introduction, he/she shall not be entitled to a refund of any fees paid. In the first year of membership MMC will provide up to 3 suitable introductions. If for any reason at the end of the year MMC have not provided 3 suitable introductions, then an agreement can be made to extend the membership until this has been achieved.

9. MMC will endeavour to do their best to provide you with an unlimited number of suitable introductions as necessary to ensure success with a minimum of 3 during the membership year. We will share suitable profile(s) via email, or arrange an online chat, or video call you or request a meeting with you either at our office, or at an agreed location. It is these actions in which there is sharing in the provision of a name, with contact details and profiles, that will constitute a valid introduction (irrespective of whether or not you arrange to meet the other person, which is your responsibility, if the meeting is not arranged by us, at our office or agreed location).

10. The member agrees to inform MMC within 7 days of receipt of an introduction from MMC, i.e., a member that they have spoken to or met, whether he/she wishes to meet the introduced member again. If the member fails to respond after an introduction has been made within the said 7 days then MMC has the right to place the membership on hold and MMC’s obligation to provide introductions will thereby be suspended pending receipt by MMC of a satisfactory explanation (to be determined by MMC) from the member as to the failure to respond. If no such explanation is received by MMC within 14 days of the date of the introduction, then MMC has the right without further notice to cancel the membership with no refund to the member.

11. Any changes or amendments to the details provided on the member’s Profile application form, after it has been initially approved and registered, can only be accepted if the corrections are provided in writing via email by the member. MMC takes great care to check all the details and requests all clients to check if their details are correct and accurate before sending to MMC and before it is listed and included in the database.

12. When a member cancels membership or decides that they no longer require the services of MMC for whatever reason, it is their responsibility to inform MMC immediately, in writing via email, so that your details may be removed from our files.

13. Members and Clients are **STRICTLY** liable to pay MMC service charges as above if details of introductions are passed on to members of their family, friends or any other non-members. Any introduction made is for you alone only and for no one else.

14. You accept that the initial marriage registration fee is paid at the time of registration before MMC can proceed to start to process the client’s application. If this fee is not paid, then MMC will not proceed with their application. You also accept that the marriage settlement fee is payable irrespective of when the marriage may take place, it becomes payable once the match provided is satisfactory to both parties, it has been approved by both parties and marriage is being arranged or planned and all this, after the initial fee has been paid to MMC by the member (s).

15. Any marriage settlement account not paid within 7 days of marriage (engagement, religious nikah or court marriage, whichever occurs first), or cohabitation, will carry a daily penalty for non-payment. Members agree it is their responsibility to inform MMC of any dates where marriage is being arranged or planned, including the marriage date and pay the marriage settlement fee within the stipulated time to avoid incurring the penalty charges.

16. MMC reserves the right to amend or change any conditions to safeguard its clients’ interests. Our privacy policy is available to view online.

17. The Client’s Profile Application form remains the property of Muslim Matrimonial Coach at all times and cannot be copied or transmitted in any way shape or form without the prior written consent of the Director(s) of MMC.

18. If Clients or Members wish to visit the office to discuss their case, a prior appointment must be made to ensure that they will be seen by the appropriate staff member. We do offer a walk-in option on certain days and times at our Birmingham office at the moment.

19. Clients will appreciate that the above Terms and Conditions are designed to safeguard their interests and others as well as to enable MMC to run an efficient and professional Personalised service in a safe, secure, and trusting environment.

Please TICK in the box, as this confirms that you have read and agree with the full Terms and Conditions set out on the webpage and here is just a summarised version above. You wish to proceed to complete the Profile form for yourself or for your son/daughter or relative, or friend and you and all named persons will abide by the Code of conduct set out.

**Signed ……………………………………………..** By the Person named in the Profile (or on behalf of)

**Dated ………………………………………………..** Please Note: If you are unable to supply a digital signature, then a typed signature will be accepted as confirmation that you have read and agree to the Terms and Conditions.



**Please tick the appropriate box: Are you completing the Profile for:**

 **Yourself**

   **Son or Daughter**

   **Family Relative** - Brother, Sister, Uncle or Aunty or Cousin

   **Other** … Please Specify.

**Please tick the service that you require:  If you are unsure, please check the website for details or speak to a member of the team for further details, prices included:**

    **Pay as You Go Package** (Joining Fee: £125, Marriage fee: £275; Note From 1.1.22, Joining fee: £250).

    **Pay as You Go PLUS Package** (Joining Fee: £500, Marriage fee: £275).

    **VIP MAX Package** (Consulting fee: £1500, Marriage fee: £275).

    **Bronze Package** (£500)

    **Silver Package** (£750) Note: From 1.1.22 will be £850

    **Gold Package** (£2,400)

   **Platinum Package** (7,500)



Profile Template

**General**

**First Name**

**Last name**

**Location**

**Email**

**Phone**

**Gender**

**Date of Birth**

**Marital status**

**Height**

**Body Type**

**Complexion**

**British born**

**Nationality**

**Spiritual**

**Muslim Sect**

**Do You celebrate Milad?**

**School of thought**

**Practice Islam**

**Hijab (Females)**

**Beard (Males)**

**Cultural**

**Background**

**Caste**

**Languages spoken**

**Education and work**

**Name of qualification**

**What is your occupation?**

**Employment**

**Family**

**Parents**

**Siblings**

**Do you have children?**

**Do you want children/more children?**

**Health and Wellbeing**

**Smoking**

**Alcohol**

**Illegal drugs**

**Disability**

**Do you have any medical condition?**

**Have you ever suffered from mental health problems?**

**Living arrangements**

**Are you willing to live with extended family after marriage?**

**Are you willing to relocate?**

**Current living arrangements**

**Activities I enjoy**

**Brief Bio on your personality and traits:**

**Use 5-to-6-character adjectives to describe yourself:**

**List 5-to-6 core values that you feel are of high importance to you:**

**List your dislikes in any character or personality:**

**Add your own bio:**

Match Preferences

**General**

**Gender**

**Marital status**

**Would you marry someone who has been previously married?**

**Age range**

**Height range**

**Body Type**

**Complexion Type**

**Ethnicity preference**

**British born**

**Nationality**

**Languages spoken**

**Cultural**

**Background**

**Preferred Caste**

**Spiritual**

**Muslim Sect**

**School of thought**

**Practice Islam**

**Would you marry someone who celebrate Milad?**

**Would you marry someone who wears a hijab? (For males)**

**Would you marry someone who has a beard? (For females)**

**Education and work**

**Preferred Qualifications**

**Preferred profession if any:**

**Family**

**Would you marry someone who has children?**

**Would you marry someone who must care for their elderly parents?**

**Health and Wellbeing**

**Would you marry a smoker?**

**Would you marry someone who drinks alcohol?**

**Would you accept some who has used Illegal drugs?**

**Would you marry someone with a disability?**

**Would you marry someone who has suffered from a mental health problem?**

**Would you marry someone who has medical condition?**

**Living Arrangements**

**Would you marry someone who wishes to live independently after marriage?**

**Would you marry someone who is happy to live with your family/extended family after marriage?**

**Would you marry someone who considers buying a joint house together after marriage?**

**Would you marry someone who agrees to live in a rented house after marriage?**

**Brief Bio on your personality and traits:**

**Use 5-to-6-character adjectives to describe what you are looking for in your potential partner:**

**List 5-to-6 core values that you feel are of high importance to you to find in your chosen potential partner :**

**Add a brief bio of what you are looking for in a partner:**

***Please note-We focus mainly in the UK and US/Canada/Europe and Australia. Some countries are not allowing travel/visas for foreign nationals due to the ongoing pandemic, so pls be aware of this. There is less chance to find someone from there as those people are also not looking overseas so actively. You need to be realistic about this. Please state if you will accept a visa holder in the UK or US or elsewhere. This is very important as sometimes; you may be flexible with your choices.***

**ANY OTHER INFORMATION** – That you feel is critical to share. \*Not shared with another Party until permission is granted from you – it will be re-edited for convenience.

**Give your Contact details for reference:** – Parent? And Named person? Given to Gazala? \*Not disclosed to the other Party. Usually their email, active mobile number, or social media contact for reference, so you can be reached.

**Wali ( Male Guardian)  details**:– *His mobile Contact please! You must have a male Wali if you are a single female!*

**Email address:** -   *If this is not a Gmail address, please can you set a new email address on @gmail.com please – to enable a direct contact as well as we may require setting up an online video meeting with you.*

**WHAT YOU MUST DO WITH THE APPLICATION:**

***Please submit 2-3 photos of yourself so that I can validate you against your profile please. Photos should be recent and no filters please. Keep them simple and professional and ideally in modest everyday office clothes that relate to the culture you are engaging with every day. e.g., wearing suit or work clothes will appeal more so than if you are wearing party clothes or Asian wear!***

***\*Photos are NOT shared with anyone until you agree to share it with the other party once both parties are happy to do so and once, they like each other’s profile. We cannot proceed until this has been submitted with your application.***

 I have checked all the personal details provided in this section of the client profile form about myself and I can confirm they are true and accurate and that I am a Muslim and I do not belong to any extreme banned organisation.

***Once completed- Check all the details and make sure you have been honest and truthful with all the details disclosed. Save this document as a Word or Google document and attach to your email, attaching 2-3 suitable photos in JPEG file to our email address: Either to the person that you dealt with, or you can send to*** ***info@mmcuk.net*** ***. You may also call to speak to a member of our team on 0121 387 8478 or 0203 326 1745. All registered members will receive their private personalised contact details for Gazala Saleem. You will be asked to keep these details confidential.***

*Please Note: Clients do not fill this section. Text in Red is for Office use only.*

**PRIVATE & CONFIDENTIAL - FOR OFFICE REFERENCE PURPOSE ONLY \*** never shared with any client or member other than the owner of the profile.

**PLEASE BE AWARE – THE FOLLOWING INFORMATION IS NOT DISCLOSED TO ANYONE** – it is merely held for our reference and for you to be happy with what information we have about you.

**Client FULL Name**: Please check against the official ID presented.

**Reference**: MMC: Reference

**Private Client Email address**:

**Client Contact number**: Mobile number

**Contact number for Parents**:  Names and contact details of Parents or siblings that will support.

**Other**: Workplace details, and any other information that is relevant.

**SOCIAL MEDIA DETAILS:**

Facebook  / Instagram / Twitter / Youtube / any other

Wali: Father/Brother/ Male Relative Name:

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**FEES STATUS:**

**PAYG Service: 6 months or 12 months membership ONLY.** Initial fee Due or Paid? Marriage fee Due or Paid

**PAYG PLUS Service**  Initial fee Due or Paid? Marriage fee due or Paid

**VIP Max Service:** Initial fee Paid? / Marriage fee due or Paid

**Bronze Service / Silver Service / Gold Service / Platinum Service –** Details to be written as and when client books

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**APPOINTMENTS LOG:**

List all Appointments with Client: eg Telephone calls , meetings, emails sent etc

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**PHOTOGRAPHS SHARED WITH MMC**

Photos Shared: n/a

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**SOCIAL MEDIA HEADLINE POST**

To be listed here once the client has approved the profile and this is listed.

**DECLARATION BY CLIENT TO CHECK THE DETAILS HELD BY OFFICE:**

* I have checked all the details I have provided to MMC about me, and I can confirm that the details are correct to the best of my knowledge. (Client permission to list)

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Address: **Birmingham Office** Address**: London Office**

Mushtaq's 451-459, Stratford Road,  International House

Sparkhill, 6 South Molton Street

Birmingham B11 4LD. Mayfair, London, W1K 5QF.

