



*The Worshipful Company of Coachmakers
and Coach Harness Makers of London*

THE FIVE STAGES TO BECOME A LIVERYMAN

Stage 1 Introduction and nomination

Having been introduced to the Livery by a Liveryman, the Candidate (no distinction is made between men and women) must be proposed and seconded by a Court member. To facilitate the process, potential Candidates will be sent an application form and invited to an informal dinner at which they will meet Court members and the Membership Committee (they should bring the completed application form with them). Following this dinner, Candidates will be informed of the status of their application. Assuming they are successful, the process to become a full Liveryman requires the completion of four further phases.

Stage 2 Freedom of the Livery

The completed application form is considered by the Court in Committee, and the Clerk will invite successful Candidates to return to him the Gift Aid and Direct Debit forms, together with the joining fine (fee). The candidate is then sworn to the Freedom of the Livery at a Court meeting of which there are normally five per year when oath-taking or clothing ceremonies take place: in November, January, April, July and mid-September. Persons attending Court meetings to join the Livery must present themselves at the appropriate hall at least 45 minutes prior to the start time of the reception before dinner. Once sworn to the Freedom of the Livery, the Clerk will provide the Candidate with a Certificate, which confirms that the individual is a Freeman of The Worshipful Company of Coachmakers and Coach Harness Makers.

Stage 3 City of London Freedom – Part 1

The Livery Freeman now has the Certificate to support their application for the Freedom of the City of London (to become a Liveryman, a Candidate must be a Freeman of the City of London). The Livery Freeman is required to make two visits to the Chamberlain's Court in Guildhall, the first within three months of being sworn to the Freedom of the Livery, to set in train the process of becoming a Freeman of the City of London. Applications and admissions are made in person. To make these arrangements, ring Guildhall central telephone number – 020 7606 3030 and ask for the Chamberlain's Office.

Document checklist

- Full birth certificate or adoption order (*If you have lost your certificate, go to www.ukdocuments.com or call 020 7697 0251. There will be a charge for a replacement.*)
- For married women only, a marriage certificate as evidence of change of name upon marriage
- For divorced women only, a copy of the divorce order
- For naturalised British subjects, the naturalisation documents
- Freedom of Livery company Certificate (if you would like to retain this, please bring a photocopy)
- Cheque for £25 made payable to 'The Chamberlain of London'

Stage 4 City of London Freedom – Part 2

The second visit to the Chamberlain's Court at Guildhall, generally a month or so later, is for the Ceremony of Admission, to which your friends and family are welcome. Admissions to the Freedom must be made in person.

To make these arrangements ring Guildhall central telephone number – 020 7606 3030 and ask for the Chamberlain's Office.

- If you are interested in celebrating this event with other Coachmaker candidates, please contact the Secretary of the Membership Committee.

Stage 5 Clothing as a Liveryman

The Livery Freeman forwards to the Clerk evidence of their admittance to the Freedom of the City of London, on receipt of which the Clerk will expect the Freeman to attend the next Livery Court meeting to be 'clothed' as a Liveryman. Freeman becoming Liverymen at this Court meeting may bring one guest to witness this oath-taking ceremony, and as many guests as desired to the dinner. On this, and subsequent occasions, the Liveryman may bring guests to dinners, which must be privately funded.