

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

IN THE NAME OF ALLAH, THE MOST GRACIOUS, THE MOST  
MERCIFUL



**ICF SHURAH'S  
GENERAL RULES AND OPERATING INSTRUCTIONS**

**ADDENDUM 5**

**PREAMBLE:** In accordance with the ICF Bylaws, Article IV: Board of Directors, Section 1, the ICF Shurah is empowered to: establish overall policy and direction of the ICF; to define its mission, goals, and objectives; to assign priorities to those goals and objectives; to approve major personnel policies; to review and approve the budget; and to raise financial resources required to meet the ICF's goals and objectives. In accordance with these stated powers, as well as those specifically outlined in Article IV: Sections 2, 9, and 11, the ICF Shurah hereby resolves as follows:

**NIKAH (MARRIAGE) AND WALIMA (RECEPTION) CEREMONIES**

In accordance with the decision of the ICF Shurah, having been duly established to conduct ICF community business by a quorum of members present, the ICF Shurah hereby resolves that: Marriage, between a man and a woman, is an established expectation for every Muslim/Muslima at some point once they reach the age of responsibility. As such, it is the responsibility of an established Islamic community to offer services to formalize the nikah contract between appropriate individuals within the guidelines of established Islamic theology. Therefore, ICF hereby establishes the intent to provide such services subject to the following minimum guidelines. Individuals requesting marriage ceremonies through ICF must:

1. Meet the requirements for legal marriage under Islamic theology;
2. Obtain a valid marriage license through local civil authorities (subject to the exception in paragraph 9 below);
3. Establish a valid, written, nikah contract, that outlines the basic agreement for the marriage to include the conditions for the mahr (dower) prior to the nikah service;
4. Negotiate the nikah contract through a wali who must act on behalf of any woman requesting to be married (Note: In the event that the woman does not have a near relative eligible to serve as her wali, a designated and known senior individual from the community may serve as her wali);
5. Personally meet with the individual officiating the nikah at least one week prior to the nikah to address any issues that may be significant to the success of the marriage;

6. Instruct all attendees at their nikah (both Muslim and non-Muslim) about the proper dress and behavior expected when attending Islamic functions within a masjid. This includes no free intermingling between the sexes.
7. Expect that the nikah will be accompanied by a short khutbah, and that no other religious, cultural, or personal practices will be performed or allowed during or after the ceremony;
8. May request the ICF facility be used to host their walima either the same day as their formal nikah or sometime thereafter. However, this is subject to them submitting a formal request for such an event with the understanding that they will be responsible for the proper care of the facility, and returning it to its original condition upon completion of the event. Additionally, no unapproved practices (such as music, dancing, free intermingling between the sexes, or specifically haram actions) will be allowed during the walima or any other event held in the ICF facilities;
9. On rare occasions (in accordance with Islamic guidelines), it may be permissible to conduct a solely religious Islamic nikah without the requirement to first obtain a civil marriage license. However, such exceptions must be based on circumstances clearly understood by all parties, and where the participants are long-term, established, and well-known members of the local community. In lieu of a civil marriage license, the individuals involved in such a sole religious nikah must execute a separate contract whereby they agree to formal Islamic community mediation/arbitration in the event of later separation/dissolution of their marriage. Such individuals must agree in advance that they will not use the lack of a civil marriage contract as an authorization to practice “self divorces”. Instead they must seek formal guidance through the leadership of an established Islamic community to ensure appropriate divorce guidelines are followed, and that the rights of all parties, especially women and children, are protected.
10. The authority to conduct all nikahs through ICF, and to sign all related documents and licenses, shall rest solely with the position of ICF Chairman. A change of chairman shall not require a change to this authority as the authority rests with the position not the individual. The decision to perform or not to perform a solely religious ceremony, as authorized under paragraph 9 above, rest in the sole discretion of the ICF Chairman (with the advice of the Executive Committee). The Chairman’s decision in this regard is final and not subject to review by, or appeal to, any other ICF authority.

NOTE: This **ICF Shurah General Rules and Operating Instructions, Addendum 5** was duly approved by majority ICF Shurah vote on **June 23<sup>rd</sup>, 2018**, and is hereby enacted/updated by the signature of the Shurah Chairman affixed. Such rules shall be reviewed annually and updated/modified as appropriate.

---

SHURAH CHAIRMAN (Signature and Date Updated)