

Guidelines

- Civil marriages will be conducted by a Marriage Officiant subject to their availability.
- The Clerk, in his/her sole discretion, shall determine the days/time that civil marriages may be performed in Council Chambers – 44 Main Street.
- Scheduling of a civil marriage in Council Chambers must be made with the Clerk or designate at least two (2) weeks prior to the intended date for the ceremony.
- A \$100.00 non-refundable deposit is required at the time of scheduling to secure the date.
- A standard civil marriage ceremony shall incorporate all mandatory declarations under Section 24 of the Marriage Act at all civil marriages.
- Personal vows, in addition to the mandatory declarations, will be permitted. The Clerk or designate has the authority to refuse to solemnize the civil marriage of any person who they know or has reasonable grounds to believe lacks capacity to marry by reason of being mentally ill or mentally defective or under the influence of intoxicating liquor or drugs.
- The persons being married must supply an interpreter in the event that they do not speak English and require language assistance if the Marriage Officiant deems it necessary. The interpreter cannot be one of the witnesses.
- Witnesses for the purpose of signing the Registry of Marriage, must be 16 years of age or older.
- Flower arrangements or other decorations may be placed in Council Chambers and must be removed immediately following the ceremony.
- No alcoholic beverages are to be served prior to or during the civil marriage solemnization ceremony.
- The services can only be provided within the boundaries of the Province of Ontario.



Marriage Solemnization

Facility and Fees

- Civil marriages can be conducted in the Council Chambers, subject to their availability during normal working hours.
- During normal working hours - In Town Hall = \$ 200.00
- Offsite = \$300.00 + mileage
- Witnesses = \$25.00 per person
- Cancellations/Deposit Fee = \$100.00

Notes:

For ceremonies held outside the boundaries of The Township of Whitewater Region, the Marriage Officiant may claim a mileage expense. Mileage expenses shall be calculated at the current rate as established by the Municipal Expense Policy.

It is the responsibility of the participants to make the appropriate arrangements and to pay for the facility to be utilized for the Marriage Ceremony.

Other Officiants

The Township of Whitewater Region had appointed others to perform marriages. Fees and arrangements are to be organized directly through them. See by-law 19-01-1139 for officiant names.

Marriage Officiant Discretion

Payment of the Township's portion of applicable fees is mandatory and shall not be waived by the Clerk or designates. The Marriage Officiant may, at their sole discretion, waive the portion of the fees (Officiant / mileage) which would otherwise be payable to them.