



Civil Marriage Solemnization Ceremony Applicant Guide

CIVIL MARRIAGE SOLEMNIZATION CEREMONY APPLICANT CHECKLIST

- Obtain a valid Marriage Licence in Ontario
 - If issued at a different municipality; you must bring photo identification for each individual and original licence

- Review Civil Marriage Ceremony Policy and Facility Use Rules & Regulations

- Complete the online Civil Marriage Ceremony booking form

- Pay all required fees in accordance with chosen package

- Make arrangement for 2 witnesses

- If required, make arrangements for an interpreter for the ceremony
 - If required, an interpreter cannot be one of the two witnesses

- Schedule a pre-ceremony meeting with the Clerk's Department (contact information below) in order to review:
 - Ceremony Script (see Appendix I for Sample Script)
 - Application/ Registry Information
 - Exchanging of the rings
 - Coordinating of additional speeches/ readings etc. (if required)

CLERKS DEPARTMENT CONTACT INFORMATION

Clerks Department
(905) 871-1600 ext 2211

APPENDIX I CIVIL MARRIAGE CEREMONY SCRIPT

Purpose

- We are gathered here today to witness the formal joining of _____ and _____ in legal matrimony according to the custom and law prevailing by the Government of the Province of Ontario.
- Marriage is not be entered upon thoughtlessly or irresponsibly but with a due and serious understanding and appreciation of the ends for which it is contracted.
- Therefore, if there is anyone present who can show just cause why these two people may not be lawfully joined together in matrimony, they should declare it now or hereafter remain silent.

Legal Statements

Officiant to 1st person:

Repeat after me please:

I do solemnly declare that I do not know of any lawful impediment why I, _____ may not be joined in matrimony to _____.

Officiant to 2nd person:

Repeat after me please:

I do solemnly declare that I do not know of any lawful impediment why I, _____ may not be joined in matrimony to _____.

Reading (OPTIONAL)

Exchange of Vows (OPTIONAL)

Officiant: Would you please face each other, join hands and repeat after me:

Officiant to 1st person:

Please repeat after me.

I call upon these persons here present to witness that I _____, do take you _____ to be my lawful wedded (wife/husband/spouse/partner).

Officiant to 2nd person:

Please repeat after me.

I call upon these persons here present to witness that I _____, do take you _____ to be my lawful wedded (husband/wife/spouse/partner).

Exchange of Rings (OPTIONAL)

Officiant to 1st person:

This ring is a symbol of your marriage and a symbol of your love and life together. Please place this ring on _____'s left hand and repeat after me:

I give you this ring as a symbol of my love and promise to be with you as long as I live.

Officiant to 2nd person:

This ring is a symbol of your marriage and a symbol of your love and life together. Please place this ring on _____'s left hand and repeat after me:

I give you this ring as a symbol of my love and promise to be with you as long as I live.

Pronouncement

_____ and _____ have pledged themselves to each other and have declared this symbolically by their vows and the exchange of rings.

I, _____, by virtue of the powers vested in me by the Marriage Act of Ontario do hereby pronounce you _____ and _____ to be (husband and wife/partners in life/married).

You may celebrate your marriage with a kiss. (OPTIONAL)

Signing of the Registrar

At this time, the wedded parties and their witnesses will sign the Official Marriage Register.

Service Conclusion (OPTIONAL)

_____ and _____, I wish you a long life, happiness and prosperity. May the vows that you made to each other today sustain you forever.

Ladies and Gentlemen, may I introduce to you _____ (Mr. and Mrs. (shared last name) / first name, first name (shared last name) / the happy couple)

*RED BOXES INDICATE MANDATED FORM OF CEREMONY