



APPLICANT'S INFORMATION (PLEASE PRINT CLEARLY)		
First Name	Middle Name (If Applicable)	Last Name
Name pronunciation (Staff Only)		Daytime Phone #
Email Address (Optional)		
JOINT APPLICANT'S INFORMATION (PLEASE PRINT CLEARLY)		
First Name	Middle Name (If Applicable)	Last Name
Name pronunciation (Staff Only)		Daytime Phone #
Email Address (Optional)		

CEREMONY INFORMATION		
Planned Date of Ceremony (\$282.50 includes HST)	Preferred Time of Ceremony 11:30 a.m. 2:30 p.m.	
<u>Type of Marriage Ceremony Selected (please check one)</u>		
Option 1	Option 2	Option 3
<u>Reference (for use in ceremony)</u> <input type="checkbox"/> Husband/Wife <input type="checkbox"/> Partner <input type="checkbox"/> Spouse	<u>Ring Exchange</u> <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> No rings	
Are Witnesses Required? (\$56.50 per witness (includes HST))(subject to availability) <input type="checkbox"/> Yes <input type="checkbox"/> No		

Applicant and Joint Applicant Consent

1. The celebrants for the civil marriage ceremony do hereby consent to defend and indemnify the City of Brantford for any loss or damages incurred by their invitees. The celebrants agree that the City of Brantford will not be held responsible for personal injury or damage, nor for the theft or loss of any personal property of anyone attending a Municipal Facility on the invitation of the celebrants.

2. The Clerk or designate has the authority to refuse to solemnize the civil marriage of any person who he or she knows or has reasonable grounds to believe lacks capacity to marry by reason of being mentally ill or under the influence of intoxicating liquor or drugs.
3. The use of confetti, rice, bubbles, candles, incense, music and similar items are strictly prohibited at City Hall or grounds. Failure to comply will result in the following additional charges:
 - a. Cleaning the inside of the facility: \$200 (if applicable)
 - b. Cleaning the outside of the facility: \$200 (if applicable)
4. No alcoholic beverages are to be served prior to, during or after the civil marriage solemnization ceremony on City property
5. No Flower arrangements or other decorations may be placed at City Hall
6. Reaffirmation of vows will not be offered as part of this service
7. A wedding booking is not confirmed until this agreement is completed by both applicants and returned to the Clerk's office with a minimum \$125.00 (plus HST) Non-Refundable deposit.
8. By signing this document the celebrants acknowledge that they have received and read the Civil Marriage Solemnization Policy – Corporate 44.

Signature of Applicant

Date

Signature of Joint Applicant

Date

Personal information on this form is collected and authorized under Section 10(1) of the *Municipal Act, 2001*, Marriage Act, R.S.O. 1990, c. M.3 and will be used by City staff in order to book, prepare for, and solemnize civil marriages in the City of Brantford. Questions about this collection can be directed to the *Deputy Clerk/Manager of Legislative Services, 100 Wellington Square, Brantford, ON N3T 5R7* or by calling (519) 759-4150 ext. 5713.

Staff Use Only		
Deposit <input type="checkbox"/> Deposit Paid <input type="checkbox"/> Paid in Full	Vows and Register <input type="checkbox"/> Vows Prepared <input type="checkbox"/> Register Prepared	Staff Witnesses needed? <input type="checkbox"/> No <input type="checkbox"/> Yes (how many): ____
Confirmed Date and Time of Ceremony Date: <input type="checkbox"/> Calendar Updated	Marriage License Number Date Issued (within 3 months)	Ceremony Ready <input type="checkbox"/>