

# Getting Married at Woodstock City Hall



## **MARRIAGE CEREMONY**

### **Cost**

The fee for a marriage ceremony at City Hall is \$339 (HST included) which includes the use of Council Chambers and the Officiate. A non-refundable deposit of 50% of this fee is required upon booking. This fee does not include the cost of the marriage licence, which is \$125.

### **Location**

Marriage ceremonies will take place in Woodstock City Hall Council Chambers at 500 Dundas Street, Woodstock, Ontario.

### **Officiate**

The City Clerk, Deputy Clerk, or Designate, will perform civil ceremonies at 9:30 a.m., 11:30 p.m. and 2:30 p.m. on Mondays and Fridays only.

### **Witnesses**

There must be two (2) witnesses for the marriage ceremony. There is no minimum age requirement for a witness, however, it is suggested they should be at least sixteen (16) years old to be able to understand and appreciate what is taking place and if necessary, give evidence of such at a later date, if required. If you are unable to provide your own witnesses, the City can provide witnesses for you at a cost of \$56.50 (HST included).

### **Music**

If you would like music, you must provide the music, equipment, and a person to start and stop the music.

### **Guests**

For current seating capacity, please contact City Hall at 519-539-1291. Council Chambers is wheelchair accessible; to access the elevator, please enter through the Reeve Street door.

### **Decorations**

The City of Woodstock has floral arrangements that will be in place in City Hall Council Chambers prior to your ceremony. **NO** other decorations will be allowed. Flowers for yourself, attendants, and guests will be your responsibility.

### **Rehearsals**

Rehearsals will **not** be offered.

### **Ceremonies available**

You may choose one of the three (3) ceremonies that are available.

## MARRIAGE LICENCE INFORMATION

### Cost

\$125.00 cash or debit only.

### Identification Required

Two (2) pieces of ID for each applicant; one piece must be photo ID for each applicant. The following pieces of ID are acceptable:

- Government-issued birth certificate, including any change of name certificates
- Valid passport
- Record of immigrant landing
- Canadian Citizenship Card
- Valid Driver's Licence
- Valid Ontario Photo Card

Please note that an Ontario Health Card is not an acceptable piece of photo ID for this application.

### Validity of the Licence

The marriage license is valid for 90 days from the date of issue. If your marriage licence expires you will be required to purchase a new licence. Extensions or refunds cannot be issued.

### Documents required if divorced

If divorced in Canada, one (1) of the following documents is required at time of application:

- The final decree
- The final judgement
- A Certificate of Divorce

If you were divorced outside of Canada, you will need to provide the following documents to prove that you are no longer married. The government needs to validate these documents and the process can take up to 4 weeks. You will need to send the following documents to Service Ontario:

- **marriage licence application form:** completed and signed.
- **statement of sole responsibility:** for each divorce (signed by both people who are planning to get married and a witness).
- **legal opinion letter:** from an Ontario lawyer, addressed to both people who plan to get married, giving reasons why the divorce or annulment should be recognized in Ontario.
- **divorce decree or annulment:** an original or court-certified copy in English or French. If the decree is in another language, you will need to include a translated copy and an affidavit sworn by a certified translator.

### Wait Time

Once your application is submitted, City Staff will review and process it within 48-72 hours (2-3 business days). Please inform City Staff which applicant will pick up and sign the licence. Contact City Hall if you have any questions at 519-539-1291.

## CEREMONY #1

**Bold means the words spoken by the Registered Officiant.**

Person No. 1

Person No. 2

**This couple has come here today to be joined in marriage, which is the voluntary union of two persons to the exclusion of all others. If any person can show just cause why they may not be lawfully joined together, let them speak now or forever hold their peace.**

**(Registered Officiant) to Person No. 1: Repeat after me, please:**

"I (state your name) do solemnly declare that I do not know of any lawful impediment why I may not be joined in matrimony to (state person no. 2's name)"

**(Registered Officiant) to Person No. 2: Repeat after me, please:**

"I (state your name) do solemnly declare that I do not know of any lawful impediment why I may not be joined in matrimony to (state person no. 1's name)"

**Marriage is not a single event but rather a developing process which is not to be undertaken recklessly or irresponsibly but rather maturely and honestly. Marriage is the faithful union between two people the result of which is the formation of a family unit whose members shall help, support and enjoy each other in good times and in bad times. It is this relationship these two people wish to have declared and celebrated.**

**Registered Officiant to Person No. 1: Repeat after me please:**

"I call upon these persons here present to witness that I (state your name) do take you (state Person No. 2's name) to be my lawful wedded (wife, husband, spouse, or partner)

**Registered Officiant to Person No. 2: Repeat after me please:**

"I call upon these persons here present to witness that I (state your name) do take you (state Person No. 1's name) to be my lawful wedded (wife, husband, spouse, or partner)

**Registered Officiant to Person No. 1: Have you a ring?**

**This ring is a symbol of your marriage and a symbol of your love and of your life together. Please place it on the third finger of (Person No. 2's name) left hand saying after me. "With this ring, I thee wed. I shall love, honour and cherish thee and this ring shall be the symbol of my love."**

If a double ring ceremony Person No. 2 repeats the above.

**I, Registered Officiant, by virtue of the powers vested in me by the Marriage Act, do hereby pronounce you (state names of persons be married) to be husband and wife (or married). May you enjoy length of days, fulfillment of hopes and peace and contentment of mind, as you day by day live and fulfill the terms of the covenant you have made with one another.**

## CEREMONY #2

**Bold means the words spoken by the Registered Officiant.**

Person No. 1

Person No. 2

**This couple has come here today to be joined in marriage. The essence of this commitment is the taking of another person in his or her entirety as a lover, companion and friend. It is therefore a decision not to be entered into lightly but rather with great consideration and respect for both the other person and oneself.**

**(Insert name of Person No. 1) and (insert name of Person No. 2) have invited us to share in this celebration as they affirm their love before us, pledge their faith to one another and enter in the joys and privilege of marriage. Love is one of the highest experiences we human beings can have and it can add depth of meaning to our lives. The day-to-day companionship, the pleasure of doing things together or in doing separate things but exchanging experiences, is a continuous and central part of what two people who love each other can share.**

**Marriage was established that two people might have a lifelong companionship, that natural instincts and affections might be fulfilled in mutual love, that children should enjoy the security of family life, love and home.**

**Marriage symbolizes the intimate sharing of two lives, yet this sharing must not diminish but enhance the individuality of each partner. A happy marriage is one which is continually developing while growing in understanding of the other person. By growing together in love, it is possible to share not only the joys of life but the burdens of sorrow as well. (Insert name of Person No. 1) and (insert name of Person No. 2), your marriage is intended to join you in a relationship so intimate and personal, it will change your whole being. It offers you the hope and indeed the promise of a love that is true and mature.**

**To attain such love, you will have to commit yourselves to each other freely and gladly for the sake of a richer and deeper life together.**

**(Registered Officiant) to Person No. 1: Repeat after me, please:**

**"I (state your name) do solemnly declare that I do not know of any lawful impediment why I may not be joined in matrimony to (state Person No. 2's name)"**

**(Registered Officiant) to Person No. 2: Repeat after me, please:**

**"I (state your name) do solemnly declare that I do not know of any lawful impediment why I may not be joined in matrimony to (state Person No. 1's name)"**

**Registered Officiant to Person No. 1: Repeat after me please:**

**"I call upon these persons here present to witness that I (state your name) do take you (state Person No. 2's name) to be my lawful wedded (wife, husband, spouse, or partner)**

**Registered Officiant to Person No. 2: Repeat after me please:**

**"I call upon these persons here present to witness that I (state your name) do take you (state Person No. 1's name) to be my lawful wedded (wife, husband, spouse, or partner)**

**Registered Officiant to Person No. 1: Have you a ring?**

**This ring is a symbol of your marriage and a symbol of your love and of your life together.**

**Please place it on the third finger of (Person No. 2's) left hand saying after me. "With this ring, I thee wed. I shall love, honour and cherish thee and this ring shall be the symbol of my love."**

If a double ring ceremony the Person No. 2 repeats the above.

**I, Registered Officiant, by virtue of the powers vested in me by the Marriage Act, do hereby pronounce you (state names of persons be married) to be husband and wife (or married). May you enjoy length of days, fulfillment of hopes and peace and contentment of mind, as you day by day live and fulfill the terms of the covenant you have made with one another**

### CEREMONY #3

**Bold means the words spoken by the Registered Officiant.**

Person No. 1

Person No. 2

**We are gathered together to witness the formal joining of (insert the name of Person No. 1) and (insert the name of Person No. 2) in legal matrimony according to the custom and law prevailing by the Government of the Province of Ontario.**

**(Registered Officiant) to Person No. 1: Repeat after me, please:**

“I (state your name) do solemnly declare that I do not know of any lawful impediment why I may not be joined in matrimony to (state person no. 2’s name)”

**(Registered Officiant) to Person No. 2: Repeat after me, please:**

“I (state your name) do solemnly declare that I do not know of any lawful impediment why I may not be joined in matrimony to (state person no. 1’s name)”

**Registered Officiant to Person No. 1: Repeat after me please:**

“I call upon these persons here present to witness that I (state your name) do take you (state person No. 2’s name) to be my lawful wedded (wife, husband, spouse, or partner)

**Registered Officiant to Person No. 2: Repeat after me please:**

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If a double ring ceremony the Person No. 2 repeats the above.

**I, Registered Officiant, by virtue of the powers vested in me by the Marriage Act, do hereby pronounce you (state names of persons be married) to be husband and wife (or married). I wish you long life, happiness, prosperity and may the vows you made to each today sustain you forever. You may kiss.**

## PICTURE OF COUNCIL CHAMBERS WITH FLORAL ARRANGEMENTS



1. Smoking, candles, confetti, or rice are not allowed in or on the property.
2. The applicants for the civil marriage ceremony do hereby consent to defend and indemnify the City of Woodstock for any loss or damages incurred by the invitees. The applicants agree that the City of Woodstock will not be held responsible for personal injury or damage, nor for the theft or loss of any personal property for anyone attending a Municipal facility on the invitation of the applicants.
3. The applicants shall be responsible for the conduct and supervision of all persons admitted to the Council Chambers and shall see that all regulations pertaining to the event are strictly followed.
4. Changes to the date and time will be allowed at no additional charge if Council Chambers and the officiate are available.
5. A wedding booking will be confirmed after this agreement is completed and returned to the Clerk's office with full non-refundable deposit by cash or Interact.
6. The balance owing will be paid in full prior to the ceremony being conducted.





**City of  
Woodstock**

**CIVIL MARRIAGE  
REQUIRED INFORMATION**

Applicant's Name:	
Joint Applicant Name:	
Intended Date of Marriage:	
Ceremony Chosen: <ul style="list-style-type: none"> <li><input type="radio"/> Ceremony #1</li> <li><input type="radio"/> Ceremony #2</li> <li><input type="radio"/> Ceremony #3</li> </ul>	
Will you be exchanging rings? <ul style="list-style-type: none"> <li><input type="radio"/> Yes</li> <li><input type="radio"/> No</li> </ul>	How many rings? <ul style="list-style-type: none"> <li><input type="radio"/> One (1)</li> <li><input type="radio"/> Two (2)</li> </ul>
Applicant's Mailing Address after Ceremony (include postal code)	
1 <sup>st</sup> Witness Name:	Address:
2 <sup>nd</sup> Witness Name:	Address:

I have read and understand the requirements of getting married at Woodstock City Hall

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Signature of Joint Applicant

\_\_\_\_\_  
Date:

<b>Office use Only - Wedding Booking Confirmed</b>			
Date of Service:		Time:	
Amount Paid \$		Balance Owing \$	
Marriage Licence Attached	YES	NO	Staff Initials