



THE CORPORATION OF THE CITY OF BARRIE
“Committed to Service Excellence”

**WEDDING CEREMONY AGREEMENT
(City Hall Rotunda)**

There is a “non-refundable” booking fee of **\$175.00** (HST included) per wedding ceremony and security fee of **\$33.09** (HST included) per hour. Booking is not confirmed until the agreement form and fees have been submitted to the Corporate Facilities Department.

Applicant: _____

Joint Applicant: _____

Date of Wedding: _____ Time of Wedding: _____

Anticipated Number Attending: _____ Contact Telephone No.: (____) _____

Facility Information

Room	Availability	Seating Capacity
Rotunda	3:00 p.m.	80

**RULES AND REGULATIONS
FOR WEDDING CEREMONIES AT CITY HALL**

1. There is **NO SMOKING, NO CANDLES** or **CONFETTI** permitted in City Hall!
2. The City of Barrie will not be responsible for personal injury or damage, nor for the theft or loss of clothing or equipment of the Renter or anyone attending on the invitation of the Renter. The Renter agrees to defend and indemnify the City for any loss or damages incurred by invitees of the Renter.
3. The renter shall be responsible for the conduct and supervision of all persons admitted to the meeting room and shall see that all regulations contained in the permit are strictly adhered to.
4. All exits must be kept free from obstruction in case of fire. Rotunda: The wheelchair ramp must be kept free from obstruction to permit the barrier free access to the building.
5. The applicant shall provide a sign-in sheet for all in attendance at the function. In case of a fire alarm, the applicant shall direct all in attendance to exit the building by fire exits posted in each meeting room, take the attendance list with them, close the doors behind them, and report to the Chief Fire Warden at the entrance of 70 Collier Street.
6. Changes to date and/or time are allowed at no additional charge and can be accommodated provided the request is made during regular business hours (Monday to Friday, 8:30 a.m. to 4:30 p.m.).
7. The renter is responsible for engaging their own legally qualified person to perform the ceremony. You must call the officiant to confirm the date and time.
8. **NO BOOKING IS CONFIRMED UNTIL THE AGREEMENT FORM IS COMPLETED IN FULL AND PAYMENT IS RECEIVED.**
9. You are responsible for providing 2 witnesses to be present during your civil ceremony.
10. The City of Barrie has no affiliation or obligations with wedding officiants and assumes no responsibility or liability with regards to any person performing wedding ceremonies at City Hall.

My signature hereunder, confirms, I have read and understand the regulations of this agreement and I hereby agree to abide by them:

Signature of Applicant or Joint Applicant

Date

For Office Use Only

Date

Receipt Number

Cash/ Cheque/ Visa/Interac

Received by: _____