



## Civil Marriage Solemnization

*The Marriage of Act* has many regulations under which an "Officiant" - clerk or designate, must be familiar with and able to perform and administer civil marriage solemnization. In addition, regulations identified under *the Municipal Act* must be respected. This workshop will review all of the critical components of both the *Marriage Act* as well as the *Municipal Act* and the legal obligations which must be addressed within each ceremony. Participants will review the full process – everything from first contact with potential clients up to and until the ceremony has been performed and completed. Participants will also learn about other judicial elements that may not be within the Act, but that are nevertheless critical to the effective process – this includes details around events, documents, venues, and other specific situations.

### Learning Objectives

- Identify the right questions to be prepared to ask and answer including communicating important information couples need to know before the wedding date
- Understand how to navigate various ceremony situations that may arise
- Identify key processes and timelines
- Understand potential duties that may be asked of you outside of legal obligations
- Identify the appropriate language to perform ceremonies in

### This training is ideal for:

- Municipal clerks and staff within the clerk's department
- Individuals who aspire to work with municipalities under the clerk's delegation and/or what can be expected as a contract agreement

### More information?

Contact Jeanne Moon, Coordinator Programs & Services, for further details or questions:  
jmoon@amcto.com / (905) 602-4294 ext. 222

If you are interested in booking this Corporate Training Workshop, please [click here](#) to submit a request through our online booking system.