

COVID-19 Checklist for Planning a Wedding

Congratulations on your upcoming nuptials. This checklist will help guide the planning of your wedding to reduce the spread of COVID-19.

When planning your wedding, adhere to the current public health orders. Work with your wedding vendors and/or wedding planner to ensure that you are making informed decisions and avoiding risks. Family or cultural expectations may need to be relaxed to protect the safety of participants.

The aim and purpose of this document is to assist individuals with information related to the Ontario Government's reopening framework as well as Toronto Public Health requirements to reduce the spread of COVID-19. It is important to know that breaches of some of these directions will constitute offences under provincial regulations or other public health legal requirements. While we aim to provide relevant and timely information, no guarantee can be given as to the accuracy or completeness of any information provided. This guidance is not intended to nor does it provide legal advice and should not be relied upon or treated as legal advice. Users seeking legal advice should consult with a qualified legal professional.



**Connect Virtually
or Outdoors**



**Limit Indoor
Gatherings**



Physical Distance



Wear a Mask



**Download
COVID Alert App**

A. Stay informed

- Ask questions of the service providers you hire (e.g. ceremony and reception venues, florist, and food service vendor).
- Review your venue/vendor contracts and insurance policy.
- Check the City's [website](#) for current information and guidance about COVID-19.
- Review the [COVID-19 Guidelines for Indoor & Outdoor Events & Gatherings](#) and [COVID-19 Guidance for Places of Worship](#) for more information.

B. Communicate with your partner and service providers

- Maintain open communication with your partner and wedding planning services.

- Support each other and be flexible. Many businesses are impacted by the pandemic.
- Create a backup plan with a few alternative dates.
- Make adjustments to your wedding checklist to accommodate public health measures.
- Shop online or by phone for venues, flowers, and other wedding necessities.

C. Limit the number of guests

To help prevent the spread of COVID-19, the Government of Ontario has implemented mandatory restrictions on the number of people who can attend a wedding service or ceremony and related [social gatherings](#).

- Limit in-person attendance in compliance with the provincial mandatory restrictions (see chart below).
- Consider ceremonies and celebrations that are virtual, outdoors and/or smaller, or delay the event until public health measures are less restrictive.
- Consider having a drive-in ceremony where guests remain in their vehicles. Vehicles must remain two metres apart and should only contain members of the same household.
- Consider adding a virtual component to allow friends and family to participate. This may also benefit guests who cannot be there in person due to distance/ travel restrictions or are at higher risk for illness due to age and health conditions.
- All individuals must be able to maintain at least two metres physical distancing from people they do not live with at all times.**

Capacity Limits, subject to physical distancing

	Wedding or religious service, rite or ceremony	Social gathering associated with a wedding service, rite or ceremony (e.g., reception)
Place of worship*	Indoors & Outdoors: Limited to the number of people that can maintain a physical distance of at least two metres from every other person in the room	Indoors: 25 people or less + maintain a physical distance Outdoors: 100 people or less + maintain a physical distance If held in a meeting and event space, subject to applicable limits.
Meeting or event space**	Indoors & Outdoors: Limited to the number of people that can maintain a physical	Indoors: 50% capacity, up to 1,000 people + maintain a physical distance

	Wedding or religious service, rite or ceremony	Social gathering associated with a wedding service, rite or ceremony (e.g., reception)
	distance of at least two metres from every other person in the room	Outdoors: 75% capacity, up to 5,000 people + maintain a physical distance
Private dwelling	Indoors: 25 people or less + maintain a physical distance Outdoors: 100 people or less + maintain a physical distance	Indoors: 25 people or less + maintain a physical distance Outdoors: 100 people or less + maintain a physical distance

*Subject to requirements for [places of worship](#). **Subject to requirements for [meeting and event spaces](#).

D. Communicate with guests before the event

- Use technology to keep guests informed, such as a wedding website or social media.
- Inform your guests about the precautions you are taking to keep everyone safe.
- Encourage guests who are 12 years of age and older to get vaccinated with the COVID-19 vaccine. Read and share information [about the vaccine and where to get vaccinated](#).
 - Share [COVID-19 vaccine resources](#), available in multiple languages.
- Ask attendees to bring their own mask and have extras if people forget to bring one.
- Encourage guests to stay home if they are feeling unwell.
- If hosting a virtual service, post instructions on how to access it online.

E. Encourage physical distancing

- Space seating two metres apart and arrange by household.
- Post signs to remind guests to stay two metres from others they don't live with.
- Use floor markings to let guests know where to stand in the reception line to stay safe.
- Remind guests to refrain from hugging, kissing and shaking hands. See suggestions on how to [greet each other from a distance](#).

F. Hand hygiene, respiratory etiquette and face masks

- Wash your hands often and have hand sanitizer available.
- Avoid touching your face with unwashed hands. Cough or sneeze into elbow or tissue.
- A mask must be worn at all times when indoors and when physical distancing is difficult outdoors. Avoid adjusting your face mask when in use.
- The couple may remove their masks during the wedding ceremony.

Revised July 16, 2021

- Masks may be removed by performers while performing. Physical distance of at least two metres must be maintained between performer and spectators.
- Children under two years of age, people with health issues that make wearing a mask difficult, and those who are unable to put on a mask without assistance are exempted from wearing a mask. More information on mask exemptions can be found [here](#).

G. Increase ventilation

- Increase [ventilation](#) by opening windows and increasing air exchange settings on HVAC systems, if possible.
- Ensure HVAC systems are properly maintained, and replace filters as appropriate.
- Arrange furniture away from air vents and high airflow areas; direct fans upwards, away from people.

H. Modify the wedding service and reception

- Host virtual services and celebrations, where possible.
- When possible, use outdoor, rather than indoor spaces.
- Avoid close contact or sharing of ceremonial objects or personal items.
- Create an online registration book for guests.
- Consider individual hand sanitizer and personalized masks as party favours or gift bags.
- Limit close group photos to people in the same household or have guests wear a mask, even when outdoors.
- Avoid activities that allow guests to congregate or share items (e.g. photo booths).
- Consider limiting alcohol service to prevent guests from relaxing physical distancing measures.

I. Food and drink

- Indoor and outdoor dining is permitted with restrictions. See [Guidance for Food Premises](#) for more information.
- Meeting and event spaces, are permitted to open with restrictions. See [Guidance for Indoor & Outdoor Events & Gatherings](#) for more information.

J. Singing, music and entertainment

Singing and musical wind instruments are higher risk activities.

- Congregational singing is strongly discouraged, even with masks.
- Consider alternatives to vocalists and wind instruments, such as other instruments, pre-recorded music, or virtual performances.

Revised July 16, 2021

- Live vocalist, musicians and performers must perform behind a [barrier such as plexiglass](#) or be at least two metres distance from spectators.
- Keep the volume of music low so the officiant, guests and staff do not need to speak louder, or lean closer to hear the conversation.
- Performers and officiant should have their own microphone. Do not share microphones.

K. Attendance list for contact tracing

- Encourage your guests to download the [COVID Alert app](#).
- If a guest becomes ill during the service/reception, ask them to go home and [self-isolate](#).
- Keep an electronic list of your guests and staff in attendance. Information collected is voluntary, and can only be used by public health for COVID-19 contact tracing. The attendance list can be deleted after 30 days.