



7 Queen's Square, Cambridge, Ontario N1S1H4
<https://centralchurchcambridge.ca/weddings-central>
 519-623-1080

Church Office: office@cpcmail.ca
 The Rev. Dr. Aubrey Botha Aubrey@cpcmail.ca
 Wedding Coordinator weddings@cpcmail.ca

Wedding Request

Date of Application: _____

Signed on behalf of applicant: _____

We agree to the Terms and Conditions of this document

Date of Wedding: _____ Time: _____

Date of Rehearsal: _____ Time: _____

Bride: _____

Address of Bride: _____

City: _____ Province: _____ Postal Code: _____

Telephone # Cell: _____ Work: _____ Home: _____

Email: _____

Groom: _____

Address of Groom: _____

City: _____ Province: _____ Postal Code: _____

Telephone # Cell: _____ Work: _____ Home: _____

Email: _____

Approximate attendance: _____

Yes

No

Central's Minister to perform the wedding?

If no please supply contact information for the Officiant.

Officiant's Name: _____

Registration #: _____

Address of Officiant: _____

City: _____ Province: _____ Postal Code: _____

Telephone # Cell: _____ Work: _____ Home: _____

Email: _____

Music:

Central's Music Director to play organ/piano Yes No

Use of organ/grand piano by an other musician Yes No

Musician's name: _____

Address of Musician: _____

City: _____ Province: _____ Postal Code: _____

Telephone # Cell: _____ Work: _____ Home: _____

Email: _____

Other musicians: (Please specify) _____

Special Requests: Please discuss any special needs with your Central Wedding Coordinator

Session Approval: _____

Date: _____



Wedding Details

I hereby make application (hereafter referred to as "the renter") for the use of the facilities of Central Presbyterian Church, Cambridge Ontario (hereafter referred to as "the Church" throughout this document) and if such is granted, will abide by the following conditions:

A non-refundable fee is required at the time of approval by the Session to confirm the booking.

Proof of insurance coverage must be provided when the deposit is paid.

CENTRAL PRESBYTERIAN CHURCH RESERVES THE RIGHT TO TERMINATE THIS AGREEMENT AT ANY TIME SHOULD ALL CONDITIONS ON THIS CONTRACT NOT BE MET BY THE APPLICANT.

1. INSURANCE:

The Applicant shall provide proof of insurance to cover the event. A personal policy rider or event insurance is acceptable.

1.1. Any Rider for the event on the applicants personal policy shall have as additional named insured "Central Presbyterian Church, Cambridge, Ontario" and include general liability, property damage and compensatory damages. The Fee Schedule lists some insurers.

1.2. Proper indemnification shall be given to the Church against personal injury for all in attendance and damage to church property.

1.3. The applicant shall indemnify the Church against any loss or damage to goods and chattels by the applicant or his/her guests while in the possession of the Church.

1.4. The Church is not responsible for lost or stolen items.

2. FEES AND TAXES:

2.1 A deposit for use of the facilities is required.

2.2 Should the event be cancelled, any expenses incurred by the church will be charged to the renter.

2.3 All taxes levied upon admission fees and items sold at the function covered by this application shall be paid by the renter.

3. LEADING WITH CARE:

The Church is a "Leading with Care" organization. This means the renter ...

3.1. will ensure all in attendance act in a respectful manner.

3.2. is responsible for the good conduct of all in attendance at the function outlined below.

3.3. is responsible to ensure that the Church will be left clean and tidy and all equipment and furniture are left in its original placement.

3.4 will follow all directions and instructions from the Church staff.

4. FOOD AND BEVERAGES:

4.1 No alcoholic beverages permitted on the premises

4.2. The renter must provide dishes and cutlery.

INSURANCE

Note: Insurance is required for groups not associated with the church. Proof of insurance coverage must be provided when the deposit is paid.

Insurance company: _____, **Policy #** _____

Event insurance can be purchased on line through the websites listed. Insurance fees paid by the Church are not refundable.

<https://duuo.ca>

<https://www.palcanada.com/index.php/en-us/event-hosts/special-events-liability>

<https://duuo.ca/event-insurance>

<https://www.frontrowinsurance.com/event-insurance-ontario>

Insurance: _____