

COVID-19 CHECKLIST FOR PLANNING A WEDDING – STEP 3

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Congratulations on your upcoming wedding! This checklist will help guide the planning of your big day while reducing the spread of COVID-19 in Step 3 of the province's [Roadmap to Reopen](#).

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



Connect Virtually
or Outdoors



Limit Indoor
Gatherings



Physical
Distance



Wear a Mask



Download COVID
Alert App

STAY INFORMED

- Review your venue/vendor contracts and insurance policy.
- Check SMDHU's [website](#) for current information and guidance about COVID-19.
- Review SMDHU's [COVID-19 Guidance for Organized Public Events & Gatherings](#) and [COVID-19 Guidance for Faith-Based Organizations](#) for more information.

COMMUNICATE WITH SERVICE PROVIDERS

- Maintain open communication with wedding planning services.
- Be flexible with your expectations. Many businesses have been impacted by the pandemic.
- Create a backup plan with a few alternative dates.
- Adjust your wedding checklist to accommodate public health measures.
- Shop online or by phone for venues, flowers and other wedding necessities.

MODIFY THE WEDDING SERVICE AND RECEPTION

- Consider ceremonies and celebrations that are virtual, outdoors and/or smaller, or delay the event until public health measures are less restrictive.
- Host virtual services and celebrations, where possible.
- When possible, use outdoor rather than indoor spaces.
 - However, be aware of the potential for inclement weather and develop a plan to accommodate attendees if severe weather suddenly arises (e.g., plan for a temporary safe indoor space that takes into consideration physical distancing (where required), and the need to provide masks/face coverings for all attendees or cancel the gathering/event if inclement weather is predicted or if the attendees cannot be safely moved indoors temporarily).
- Avoid close contact or sharing of ceremonial objects or personal items where possible.
- Create an online guest book.
- Consider providing individual alcohol-based hand sanitizer (containing 60-90% alcohol content) 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.

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PLANNING THE NUMBER OF GUESTS

- Be aware of your venue's capacity limits and vaccination requirements. Capacity limits vary depending on the location of the event. Capacity limits may also be different for your wedding ceremony compared to your reception, depending on location.
- More information can be found in the proof of vaccination sections below, as well as [O. Reg. 364/20](#), in the province's [proof of vaccination guidance](#), and on Simcoe Muskoka District Health Unit's (SMDHU) [website](#).

Location	Capacity Limits	Proof of Vaccination
Wedding Ceremony		
Faith-Based Organizations	Indoors: Limited to the number of people that can maintain a physical distance of at least 2 metres (6 feet) from every other person.	Not required but may elect to require attendees to provide proof of identification and of being fully vaccinated against COVID-19. When election to opt-in has been made, the physical distancing requirement is lifted.
Meeting or event space	Indoor: Limited to the number of people that can maintain a physical distance of at least 2 metres (6 feet) from every other person.	Not required but may elect to require attendees to provide proof of identification and of being fully vaccinated against COVID-19. When election to opt-in has been made, the physical distancing requirement is lifted.
Private Dwelling	Indoors: 50 people or less and must be able to maintain a physical distance of at least 2 metres (6 feet) from every other person at the dwelling. Outdoors: 100 people or less	Not required.

*Physical distancing is not required for persons who are members of the same household, is one other person from outside that household who lives alone or is a caregiver for any member of either household.

Location	Capacity Limits	Proof of Vaccination
Dinner/Reception Associated with a Wedding		
Meeting or event space	If dancing is permitted – follow rules below for Facility with Dancing.	Required
Facility with Dancing	Indoors: 25 per cent capacity of the particular room. Outdoors: 75 per cent capacity of the particular room.	Required
Private Dwelling	Indoors: 50 people or less and must be able to maintain a physical distance of at least 2 metres (6 feet) from every other person at the establishment. Outdoors: 100 people or less	Not required

*Physical distancing is not required for persons who are members of the same household, is one other person from outside that household who lives alone or is a caregiver for any member of either household.

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PROOF OF VACCINATION

- When planning your wedding ceremony and dinner/reception please check with your vendor(s)/venue(s) to confirm their requirements.
 - Some businesses and organizations are required to check and verify proof of vaccination (via [enhanced vaccine certificate with QR code](#)) and proof of identity with an original identification document (photocopies of ID and digital versions (stored in phone) are generally not acceptable, but allowed for youth aged 12-17 years) of patrons 12 years and 12 weeks of age and older at the point of entry, with limited exemptions.
 - Where proof of vaccination is required, individuals are required to use a digital or printed paper copy of the [enhanced vaccine certificate with QR code](#) (vaccine receipts are no longer accepted), with limited exemptions for members of nine First Nations communities and visitors from outside of Canada. See the province's [proof of vaccination guidance](#) for more information.
 - The verification process for medical exemptions and clinical trial exemptions has also been strengthened and linked to the enhanced vaccine certificate with QR code that can be verified using the [Verify Ontario app](#).

OPTING-IN TO PROOF OF VACCINATION REQUIREMENTS

- Certain businesses and organizations such as faith-based organizations and locations (other than private dwellings) where wedding ceremonies take place can choose to opt-in to requiring proof of vaccination for patrons 12 years of age or older.
 - Capacity limits and physical distancing requirements remain in place regardless of opt-in status. See chart above.
- Contact your vendor(s)/venue(s) for more information about how this option may apply to your wedding ceremony.

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 5 years of age and older to get vaccinated with the COVID-19 vaccine. Read and share information [about getting the COVID-19 vaccine and where to get vaccinated](#).
 - Ask your guests to complete a COVID-19 [self-assessment](#) before coming to the event and follow the direction provided.
- Ask attendees to bring their own mask and have extras if people forget to bring one.

ENCOURAGE PHYSICAL DISTANCING

- Stagger arrivals and departures to avoid congregation of crowds on the initiation and conclusion of the event.
- Post signs to remind guests to keep at least 2 metres (6 feet) apart from others they don't live with where required. Physical distancing is not required for those living within the same household or someone who is an essential caregiver to a member of the household. Sample signs are available on our [website](#).
- Space seating at least 2 metres (6 feet) apart and arrange by household. Members of the same household may sit less than 2 metres apart.
- Persons waiting in line or congregating outside must also maintain at least 2 metres (6 feet) distance from every other person.

MASKS OR FACE COVERINGS

- A mask must be worn at all times when indoors and is recommended when physical distancing is difficult outdoors.
- Encourage all individuals to wear a [well-fitted](#) high quality 3-layered non-medical mask, medical mask or respirator (i.e., N95s, KN95).
- The couple may remove their masks during the wedding ceremony.
- Masks may be removed by performers while performing. Physical distance of at least 2 metres (6 feet) must be maintained between performer and spectators, unless separated from spectators by an impermeable barrier such as plexiglass.
- Children under two years of age, people with medical conditions 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 masks and face coverings including exceptions can be found [here](#).

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HAND HYGIENE

- Encourage all attendees to [wash their hands](#) with soap and water or [sanitize their hands](#) with alcohol-based hand sanitizer containing 60-90% alcohol content as they arrive and frequently during the event.

FOOD AND DRINK

- Additional requirements for dinners, cocktail receptions, etc. can be found in [Guidance for Food Premises](#).

DANCING, SINGING AND MUSICAL PERFORMERS

- 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.
- If live entertainment is performed for spectators, the performers must maintain a physical distance of at least 2 metres (6 feet) from any spectators.
- Performers and officiant should have their own microphone. Do not share microphones.

SUPPORTING EACH OTHER AND OUR COMMUNITY

We understand that this is a challenging time, but public health measures like this are needed to limit the spread of COVID-19.

Please contact the Simcoe Muskoka District Health Unit's Health Connection line if you have any questions at 1-877-721-7520, Monday to Friday from 8:30 a.m. to 4:30 p.m.

While the Simcoe Muskoka District Health Unit aims 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. No one should act, or refrain from acting, based solely upon the materials provided in this guidance, any hypertext links or other general information without first seeking appropriate legal or other professional advice. Please visit the Simcoe Muskoka District Health Unit website regularly for updates and additional guidance.