

Policy name: Marriage Officiant Registration	
Policy type: Operational policies	Review date:
Purpose of this policy: This policy names the procedures to be followed regarding registration of marriage officiants.	

Marriage officiants will be authorized by the Executive Secretary in accordance with the Province Of Ontario's requirements and the Conference's marriage officiant registration policy.

1. For Province of Ontario purposes, the Executive Secretary or designate is the "governing official" of Toronto Conference, fulfilling all provincial requirements with respect to the registration of marriage officiants.
2. Marriage officiants shall be registered for permanent licences if they are ministry personnel...
 - a) in calls or appointments
 - b) serving a presbytery-recognized ministry.
3. Marriage officiants may be registered for permanent licenses if they are ministry personnel or retired designated lay minister's (DLM) in relationship with a pastoral charge as a voluntary associate minister.
4. Marriage officiants shall be registered for temporary licences upon receipt of the following assurances:
 - a) Ministry personnel and retired DLM's must provide written confirmation of good standing within The United Church of Canada or in a denomination recognized by the Canadian Council of Churches and/or the World Council of Churches.
 - b) Ministry personnel and retired DLM's shall supply a letter of support from the ministry personnel serving The United Church of Canada congregation in which the wedding is taking place.
 - c) For "off-site", non-church weddings, ministry personnel and retired DLM's shall provide a letter of support from a United Church of Canada congregation within Toronto Conference whose marriage register is being used to register the wedding. (2015)
 - d) All marriages shall be registered in a marriage register kept by a United Church of Canada congregation or presbytery-recognized ministry.
 - e) Temporary registrations for weddings to be conducted on the premises of other denominations will be requested through the governing official of the other denomination.
 - f) The maximum number of temporary registrations to be authorized for any individual in any calendar year is three. Ministry personnel and retired DLM's wishing to conduct more than three weddings per calendar year will be required to become voluntary associate ministers.
 - g) Ministry personnel applying for a temporary licence must have a valid police records check in accordance with General Council policy.