

Weddings

St. James Cathedral Centre

65, Church St, Toronto, ON M5C 2E9

info@stjamescathedral.ca | 416-364-7865 (Ext. 227)

ST. JAMES CATHEDRAL CENTRE • WEDDINGS
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Wedding Packages

1

Wedding Ceremony in St. James Cathedral
$3,000
400 people Maximun Capacity
Includes: Marriage Preparations Meetings,Officiant, Organist, Senior & Assistant Sextons

2

Cathedral Centre Venue Rental
$6,000
200 People Maximun Capacity
Civil Ceremony, Reception, Dinner & Dance
Includes: Snell Hall and Library from 1:00 pm - midnight, Community Room for getting ready or storage, and Property Staff

3

Wedding Ceremony in St. George's Chapel
$850

25 People Maximum Capacity
Includes: Marriage Preparations Meetings, Officiant & Sexton

Optional Services

Carillon Bell Ringer Service - $85

Choir Member - $125 per voice

(Four voices is the minimum number of singers recommended.)

Soloist - $250

Other musicians - Varies

Altar Server - $65

(For Communion with more than 50 attendees, an Altar Server is required.)

Live-Streaming - $500



To arrange a site visit, please contact info@stjamescathedral.ca or call 416-364-7865 ext.227

Your Wedding at St. James Cathedral



A simple step-by-step process

1. Contact the Cathedral

A minimum of 60 days' notice is expected. At least one applicant must be a baptized member of the Cathedral, another Anglican parish, or a Christian congregation.

2. Meet with Cathedral clergy

The wedding and rehearsal date and time are discussed during the initial interview. Weddings may be scheduled Monday through Saturday, subject to availability from 10:00 am to 3:00 pm

3. Reception Venue

Decide if you would like to hold your reception at the Cathedral Event Centre.

4. Confirm your booking

Sign the Wedding Agreement. A 50% non-refundable deposit is due when the License Agreement is signed.

5. Plan your ceremony and/or Reception

Complete the Wedding Enquiry Form.
Complete marriage-preparation conversations with clergy.

6. Submit your marriage licence

The couple must obtain the civil marriage licence and deliver it to the Cathedral office at least one month before the wedding.

7. Complete final payment

The remaining licence fee and damage-deposit requirements are due no later than 14 days before the event.

8. Rehearsal & wedding day

Arrive on time for both. After the ceremony, you have 30 minutes for photographs inside the Cathedral; the Cathedral then closes and everyone must exit.

Punctuality matters

Except in extenuating circumstances, the couple and bridal party are expected to arrive on time for the rehearsal and wedding ceremony. A late fee of $200 will be charged for every 30-minute period, or portion thereof, that the rehearsal or ceremony is delayed because of the couple's late arrival. Applicable late fees will be deducted from the refundable damage deposit.

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Payments & Important Deadlines

$3,000 Cathedral Wedding Licence Fee

- 50% non-refundable deposit due when the License Agreement is signed.
- Balance due in full 14 days before the event.
- If the Agreement is signed six weeks or less before the event, payment in full is due at signing.
- Payment may be made by cheque, EFT, Interac e-Transfer or credit card. An invoice will be provided.

$1,000 Refundable Damage Deposit

- Required for St. James Cathedral no later than 14 days before the event using the Pre-Authorized Credit Card Form.
- The pre-authorized amount is placed on the credit card three days before the event.
- Additional charges, including damages or late fees, may be deducted.
- If no additional charges apply, the hold will be released within five business days after the event. Card issuer processing times may vary.

$850 St. George's Chapel Wedding Licence Fee

- 50% non-refundable deposit due when the License Agreement is signed.
- Balance due in full 14 days before the event.
- If the Agreement is signed six weeks or less before the event, payment in full is due at signing.
- Payment may be made by cheque, EFT, Interac e-Transfer or credit card. An invoice will be provided.

$500 Refundable Damage Deposit

- Required for St. James Cathedral no later than 14 days before the event using the Pre-Authorized Credit Card Form.
- The pre-authorized amount is placed on the credit card three days before the event.
- Additional charges, including damages or late fees, may be deducted.

If no additional charges apply, the hold will be released within five business days after the event. Card issuer processing times may vary.

Quick deadline guide

WHEN	WHAT TO DO
60+ days before	Begin the booking and clergy interview process.
At signing	Pay the required deposit.
1 month before	Deliver the civil marriage licence.
14 days before	Pay the balance and submit damage-deposit authorization.
3 days before	Damage-deposit pre-authorization is placed on the card.
Rehearsal	Usually rehearsals are on the week before the ceremony
After ceremony	30 minutes for indoor Cathedral photographs, then exit.
5 Business days after ceremony	The damage deposit pre-authorization will be released.

Ceremony Details & Cathedral Policies

Ceremony Details

Clergy & vows

Cathedral clergy officiate. Other clergy may assist or officiate at the invitation and direction of Cathedral clergy. Vows are from authorized Anglican Church of Canada liturgies; alterations are at the discretion of the Vicar or Dean.

Ceremony Timing

Latest available start time for the ceremony is 3:00pm, On special circumstances, we will allow a later slot, but an additional late fee will apply.

Music (for Cathedral Ceremonies only)

Once the date is confirmed, couples are referred to Organist. Music must be appropriate to Christian worship and the Cathedral's musical tradition.

Communion

If Communion is requested and attendance exceeds 50 guests, an Altar Server is required at a fee of $65.

Photography & Video

The ceremony is a service of worship and is intended for everyone to participate free of distractions. The use of cameras (video and conventional) is at the discretion of the clergy. The official photographer and/or videographer should meet with the clergy before the ceremony to ensure a proper and fitting sense of dignity and reverence during the ceremony. Photography and videography during the service are at the discretion of clergy. Video personnel may not move during the service or use additional lighting.

Pets

Pets are not permitted. Service dogs are the exception.

Marriage Service Program

Some couples choose to provide their guests with an Order of Service or wedding program as they enter the Cathedral. A standard black-and-white bulletin is included in the wedding fee and may be produced by the Cathedral office. Couples may also make their own arrangements for the preparation of the program. Please note that coloured copies can be provided at an additional cost.

Regardless of how the program is produced, the content must be approved by the officiating minister before printing.

30 Minutes for Photos

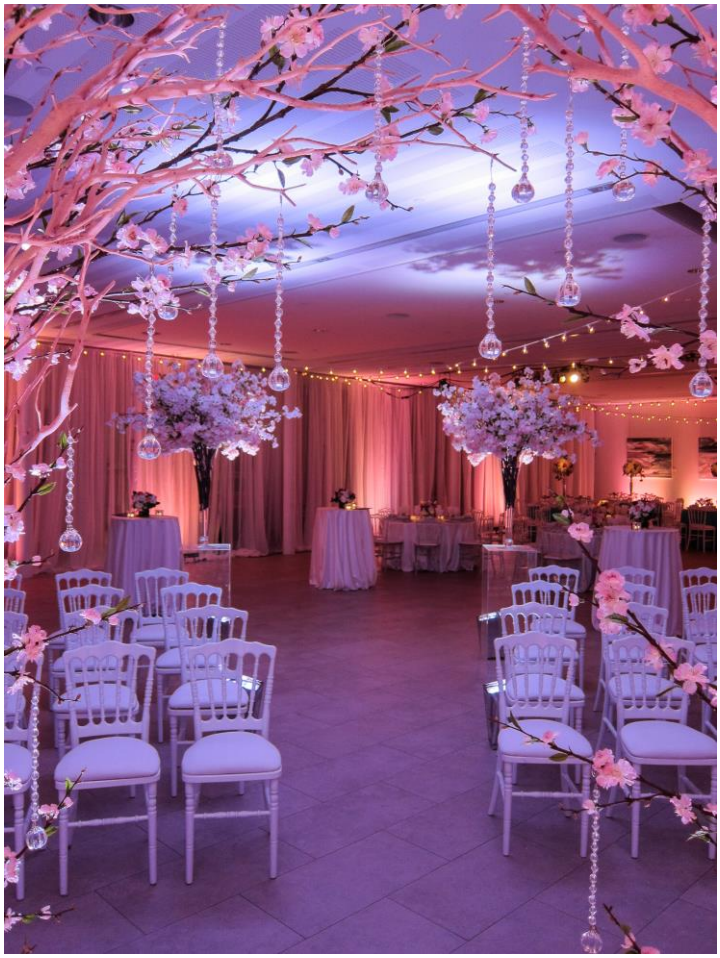
After the ceremony, the couple has 30 minutes for photographs inside the Cathedral. The Cathedral will then close and all guests and wedding party members must exit.

Décor - Please Note

- Nothing may be affixed to ceilings, walls or windows.
- Pyrotechnics, hazers, confetti, rice, flower petals, aisle runners and glitter are not permitted on the premises or exterior.
- Failure to comply may result in a cleaning and restoration fee of $150-$1000, deducted from the refundable damage deposit.
- Any flowers placed on the altar by the Cathedral remain there for the Sunday following.
- A unity candle may be used only at the discretion of Cathedral clergy.



Cathedral Centre - Snell Hall



Snell Hall

$6,000 Venue Rental

Civil Ceremony • Reception • Dinner • Dance

- Snell Hall, Library and Community Room from 1:00 pm to midnight. (If used prior or after there will be an additional room rental charge)
- Property Staff Services
- Adjoining terrace, weather permitting
- 60-inch round tables and chairs, plus some 8-foot and 6-foot rectangular tables
- Two ceiling-mounted projectors, screens, microphones and built-in speakers
- Commercial kitchen access for exclusive catering partners

Capacity

Civil ceremonies: up to 200 guests. For ceremony plus reception/dinner/dance in Snell Hall, approximately 120-130 guests is recommended.

Save 13% of your expenses as St. James is a registered charity and doesn't include HST



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Catering, Alcohol & Additional Costs



Our 5 Exclusive Caterers

Customized food, rentals and hospitality staffing through our five exclusive partners.

Daniel et Daniel
Kathy Ngo | kngo@danieletdaniel.ca |
(416) 968-9299

Eatertainment Events & Catering
Sarah Cannon | sarah@eatertainment.com |
(416)358-6165

EnVille Event Design & Catering
Michelle Jerome | michellej@enville.com |
(416) 533-8800

TOBEN Food By Design
Jessica | Waslenko@tobenfoodbydesign.com |
(647) 344-8323 ext. 104

Vinci Catering & Event Planning
Michael Vinci | vincicatering@on.aibn.com |
(416) 251-4141

Alcohol & Event Costs

- The facility is not licensed for alcohol service. Alcohol may be brought in under a Special Occasion Permit.
- There is no corkage fee.
- If alcohol is served in Snell Hall, security is NOT included in the $6,000 rental. Two security guards are mandatory and are an additional cost.
- The SOCAN fee is not included in the $6,000 rental and is an additional charge where applicable.
- Last call: 11:30 pm. Event end: 12:00 am. All clear: 1:00 am.

15% landmark fee: included in catering proposals; based on food, staff and non-alcoholic beverages

Parking & arrival

The Cathedral does not provide parking for wedding guests. Couples should advise guests to use nearby public parking. Downtown traffic, construction or other conditions may affect arrival times, so the wedding party and guests should plan accordingly. Please see below for parking lots near St. James Cathedral.

1 Toronto St
(Enter South on Court St)
Underground parking



45-59 Richmond St E
Above-ground parking

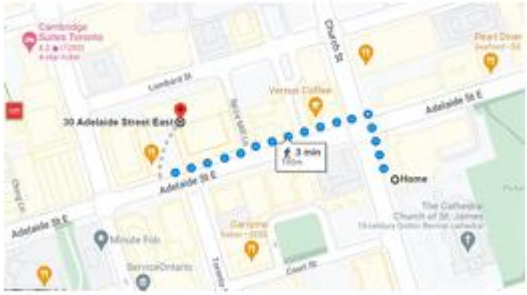


35 Church St, Toronto
Underground parking



State Street
Financial Centre
30 Adelaide Street East

Underground parking



Yonge Richmond Centre
151 Yonge St.
Underground parking



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