

# Ceremony guest list V1.5

<b>Ceremony Venue and room</b>	
<b>Ceremony Date</b>	
<b>Ceremony Time</b>	
<b>Contact telephone number(s)</b>	
<b>Contact email address(s)</b>	

- As of 19 July 2021 it will not be possible to social distance if most rooms including those at The Earlham Suite (George Meehan House are filled to capacity)
- Speak to those attending, respect some peoples wishes to social distance and make adjustments for those more vulnerable. Set you maximum guest levels at a number that works for everyone
- Risks can be reduced by taking free lateral flow tests, continuing to wear face coverings, sanitising and making space for one another
- It is important that chairs are not moved around and windows and doors are kept open to maximise ventilation and fresher air
- Speak to your venue for the latest maximum guest numbers which may go up or down at any time

## Covid-19 Prevention

You or any of your party cannot enter George Meehan House or another venue where registrars are attending if:

1. You or members of your party believe that they have Covid-19 or have been exposed to Covid-19 over the past two weeks? Key symptoms include:
  - a. a high temperature
  - b. a new, continuous cough
  - c. a loss of, or change to, your sense of smell or taste
2. You or members of your party believe that anyone in their household (not just family) or anybody you or they have been in close contact with have any of the symptoms of Covid-19? (see above)
3. You or members of your party are currently feeling unwell or are caring for somebody who is currently feeling unwell with an illness harmful to others
4. A medical professional has advised you or a member of your party to not attend an appointment or ceremony
5. You or members of your party are supposed to be in quarantine or in an area subject to local lockdown

## Maximum numbers (subject to change up or down at any time)

- Earlham Room – From 19/07/21 Up to 20 people including the couple + 2 roaming photographers / videographers (14 people if you wish to social distance)
- Woodside Room – From 19/07/21 Up to 79 people including the couple + 2 roaming photographers / videographers
  - A suggested maximum of 60 is recommended to allow some guests that wish to social distance to do so
  - 47 people at 1 metre+ social distancing
  - 32 people at 2 metre social distancing

Agree with everyone attending the level of social distancing that you will be following

- For other venues Check with venue

Household or support bubble #	<a href="#">Lateral Flow Test Done</a>	Guest #	Name	Role e.g. bride, groom, witness, interpreter, guest, photographer
1		1		Partner 1
		2		Partner 2
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Once you have finalised your guest list keep the details safe in case you need to refer to them again, for example by NHS Test and Trace

**Further information**

[www.haringey.gov.uk/registeroffice](http://www.haringey.gov.uk/registeroffice)

<https://www.gov.uk/guidance/coronavirus-covid-19-wedding-and-civil-partnership-ceremonies-receptions-and-celebrations>

Please have a copy of your guest list ready for us to see on the day of your ceremony. You are welcome to send your completed list to [registrars@haringey.gov.uk](mailto:registrars@haringey.gov.uk)