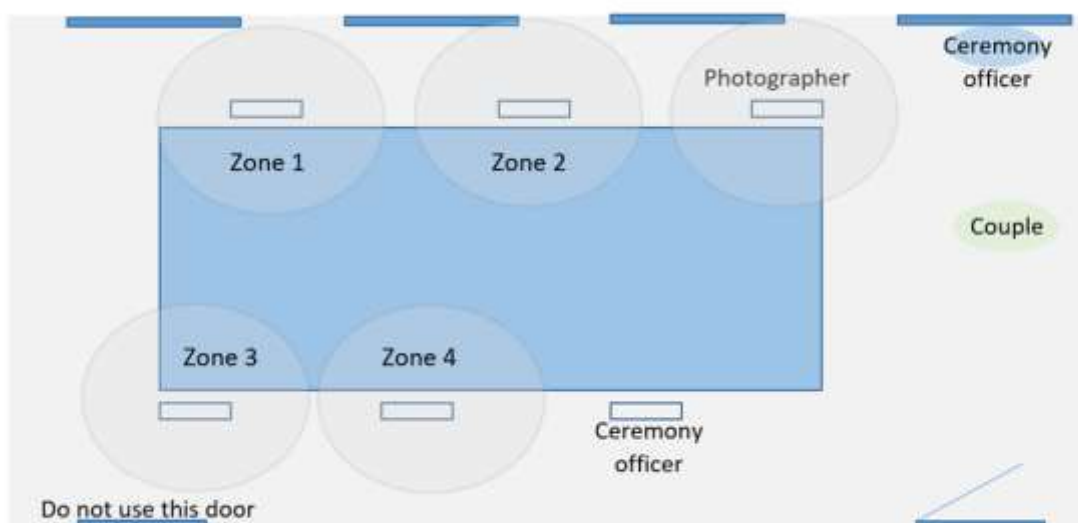


Committee Room 1, Kendal Seating Plan



Please allocate your guests to a zone before the ceremony, the ceremony officers will lead guests to the ceremony room and ask them to be seated in their zone. If you let your guests know their zone number before the day it should help things run smoothly as the ceremony officer will call out each zone number.

| Zone | Guest name |
|--------|------------|
| Zone 1 | |
| Zone 2 | |
| Zone 3 | |
| Zone 4 | |

- On arrival all guests and the couple should wait outside the building at the front entrance until you are greeted by the ceremony officer.
- This room will be used for statutory ceremonies / Civil Partnership Signings where the allocation is for only the couple plus 2 witnesses.
- Where this room is used for a traditional ceremony or Civil Partnership maximum Capacity is 7 people this includes the couple and a photographer.
- Chairs are not permitted to be moved.
- Infants should be held on laps.
- If a child is deemed too old to sit on a lap they must take a seat, they are not permitted to move around the ceremony room.
- Guests will be asked to sanitise their hands on arrival and remain seated inside the ceremony room except when the ceremony officers indicate they may stand or approach the desk to sign.
- No mock signing of the register for photographs.

All guests must wear face coverings unless exempt.

