



NIKAH REQUEST FORM

Important information for nikah services:

- This form is for booking your nikah ceremony at ICC with a licensed Imam. He will perform the Nikah ceremony in front of witnesses and guests.
- Nikah bookings are normally for two hours; please make sure not to book during a prayer time.
- You must come to the ICC office **before the date of the nikah** to fill out the paperwork. You must bring your **marriage license** from City Hall, and the names and addresses of **two Muslim male witnesses**. Please make sure the two male witnesses are present at the ceremony.
- Two or more volunteers will be needed to assist with seating guests at the ceremony.
- Hall B may be rented for a reception. Food may be served.

I have read and understood the rules for nikah services: _____ Today's Date: _____
signature yyyy-mm-dd

Part A: Groom's Information

First Name: _____ Last Name: _____ Date of Birth: _____
Email Address: _____ Cell Number: _____ Home Number: _____
Home Address: _____ City: _____ Province: ON Postal Code: _____

Part B: Bride's Information

First Name: _____ Last Name: _____ Date of Birth: _____
Email Address: _____ Cell Number: _____ Home Number: _____
Home Address: _____ City: _____ Province: ON Postal Code: _____

Part C: Nikah Details *Note: Hall B must be booked with the office separately

Date of nikah: _____ Time: _____ am/pm ICC Marriage Certificate required? Yes No
Contact: Bride Groom Other: _____ Phone: _____ Relation: _____
Location of nikah ceremony: Masjid Hall Hall B (Hall rental contract will need to be completed)
Name of bride's wali (guardian): _____ Amount of mahr (if required on certificate): _____
Witness #1: _____ Witness #2: _____

Part D: Payment

There is a **\$550 fee for Nikah Services**. This amount can be paid by cash, cheque, debit, credit or e-transfer (donation@iccambridge.com). Please make all payments to **Islamic Centre of Cambridge**.

Rental of Reception Hall B (with stage) - \$1200

Nikah Services fee: \$550 (includes Imam's fee) + Hall rental fee \$ _____ = Total Owing \$ _____

For Office Use Only Authorized Signature: _____ Imam Assigned: _____



Terms and Conditions for Use of ICC Prayer Hall, Gymnasium and Hall B

By initialing each point, you acknowledge that you have read, understood, and agree to comply with ICC's terms of use:

1. _____ Your organization/group/individual agrees to leave the facilities and equipment in a clean and tidy condition, as they were found. If tables and chairs are used, they must be returned to their proper location. You have been informed of the locations for garbage, recycling, and cleaning supplies.
2. _____ Your organization/group/individual agrees that smoking, alcohol consumption, and gambling of any kind are strictly prohibited on the premises of the ICC and its property.
3. _____ Rubber-soled shoes must be worn in the gymnasium for all sports activities. The application of powder, wax, tape, or any other substance to the gymnasium floor or walls is prohibited.
4. _____ Vehicles may only be parked in designated parking areas, and parking is at the vehicle owner's own risk while on ICC property.
5. _____ If the facilities reserved for an event are needed by the ICC, one week's notice will be provided, except in the case of an emergency, such as a funeral. Whenever possible, alternate space will be arranged.
6. _____ The ICC premises must be vacated no later than 11:00 PM. Failure to comply will result in additional charges, including the Security Company's alarm fees, which will be added to the rental fee.
7. _____ The ICC, its employees, and officers will not be held responsible for any personal injury, loss of personal items, or the theft of items belonging to the applicant or attendees of the event.
8. _____ You understand that if your organization/group/individual is found using rooms that have not been reserved, additional charges will apply for room rentals. Please ensure participants remain within the rented areas and avoid roaming the ICC facilities. Children must be supervised at all times.
9. _____ You understand that you may not arrive earlier than the time stated in the agreement unless special arrangements have been made in advance.
10. _____ Nothing may be affixed to the walls or other parts of the building without written permission from ICC Management. Your organization/group/individual agrees to be responsible for any damages caused to ICC property, with the cost of repairs or replacements deducted from the deposit. Any damage must be reported within 24 hours.
11. _____ Aisles and exits must remain unobstructed at all times to ensure safe evacuation in the event of a fire or emergency.
12. _____ If permission is granted for the use of ICC facilities for a one-time event, and a key is required for access, it must be obtained at least one day prior to the event. A \$25.00 deposit will be required.

Signature – Renter

Name (Please Print)

Signature - Authorized on behalf of the ICC

Name (Please Print)