

PLEASE NOTE

1. A marriage licence can ONLY be issued to the Applicants.
2. BOTH Applicants must sign the marriage licence application form.
3. When issuing a marriage licence two pieces of ID are required:
 - First being a Birth Certificate, Passport or Baptismal paper.
 - Second a Photo ID being a Valid Drivers Licence, Health Card etc.
4. Only one Applicant is required to obtain a Marriage Licence, as long as both pieces of ID are provided for the party not present.
5. If you are under the age of 18, consent of both parents is required.
6. If you have a box number as an address, we require the actual street address or R.R.#
7. If you are divorced, we require, the ORIGINAL Certificate of Divorce, or Decree Absolute, or CERTIFIED COPY of the same from the court you were divorced in.
8. If you were divorced in a jurisdiction OTHER THAN CANADA, further documents are required and additional time will be required to process these documents. Please inform us as soon as possible if this is the case, so that we can advise you what is required.
9. LICENCE FEE – \$100.00 cash or interac
10. HOURS ISSUED – 8:30 a.m. to 12:00 p.m. and 2:00 p.m. to 4:00 p.m.
(Weekdays Only)
11. If you are being married in a RURAL MUNICIPALITY we must have:
 - The place.
 - The Ward Name.

THANK YOU FOR YOUR CO-OPERATION



Form with columns for APPLICANT and JOINT APPLICANT. Fields include: LAST NAME, FIRST AND MIDDLE NAMES, MARITAL STATUS, COURT FILE NUMBER, CITY DIVORCE GRANTED IN, RELIGIOUS DENOMINATION, AGE, DATE OF BIRTH, PROVINCE, PLACE OF BIRTH, FATHER'S NAME, MOTHER'S MAIDEN NAME, FATHER'S PLACE OF BIRTH, MOTHER'S PLACE OF BIRTH, PRESENT RESIDENCE OR POSTAL ADDRESS, PERMANENT HOME ADDRESS IF DIFFERENT FROM ABOVE, INTENDED PLACE OF MARRIAGE, COUNTY OR DISTRICT, INTENDED DATE OF MARRIAGE, SIGNATURE OF APPLICANT, SIGNATURE OF JOINT APPLICANT, DATE.

Personal information contained on this form is collected under the authority of the Marriage Act, R.S.O. 1990, c. M. 3 and will be used to determine whether to issue the marriage licence, to register and record the marriage, provide certified copies, extracts, certificates, search notices, photocopies and for statistical, research, medical, law enforcement, adoption and adoption disclosure purposes. Questions about this collection should be directed to: