



## MARRIAGE LICENCE REQUIREMENTS

**PLEASE READ THE FOLLOWING CAREFULLY:**

<b>FEE</b>	\$130 (cash or debit - no personal cheques)
<b>AGE</b>	Applicants must be 18 years of age or over to obtain a licence; however, applicants who are 16 or 17 years of age may obtain a licence if they comply with the provisions of the Marriage Act respecting parental consent. The "Consent of Parent or Guardian to Marriage" form must be completed and signed by the parents(s) or guardian(s) at the Municipal Office. <b>No person under the age of 16 years may be married.</b>
<b>ISSUING OF LICENCE</b>	Both applicants must sign the Marriage Licence application form. A Marriage Licence can <u>only</u> be issued to one or both of the applicants. When issued to only one of the applicants, the required identification of the absent party must be produced.
<b>IDENTIFICATION REQUIRED</b>	<p><u>Any two</u> of the following current pieces provided at least one piece contains a current photo. This identification must be provided for both individuals.</p> <ul style="list-style-type: none"><li>* Birth Certificate</li><li>* Passport</li><li>* Canadian Citizenship</li><li>* Change of Name Certificate</li><li>* Government Issued Photo ID (i.e. Driver's Licence)</li><li>* Valid Immigration Status Papers (i.e. Record of Landing, Permanent Residency Card, Work Visa)</li></ul> <p><b>Note: Photocopies will not be accepted and documents in a language other than English or French must be translated by a certified translator.</b></p>
<b>PUBLICATION OF BANNS</b>	Please confirm with your clergyman the need to obtain a Marriage Licence.
<b>DIVORCE OR ANNULMENT</b>	If the marriage was dissolved or annulled in Canada, the <u>original</u> or <u>court-certified copy</u> of the <u>final decree</u> , or <u>certificate of divorce</u> dissolving or annulling the marriage must be produced for examination by the Marriage Licence Issuer. A copy can only be certified by the Court which granted the divorce. A photocopy that has not been certified by the court will <u>not</u> be accepted.
<b>OUT OF COUNTRY DIVORCE</b>	IF THE DIVORCE WAS GRANTED OUTSIDE OF CANADA, the applicant <u>must</u> obtain authorization from the Office of the Registrar General. Please consult the Clerk's office or an Ontario lawyer for information regarding this procedure as it may take several weeks to meet these requirements. Visit the attached Registrar General link to obtain more information. <a href="http://www.ontario.ca/en/life_events/married/012202?openNav=before_you_get_married">http://www.ontario.ca/en/life_events/married/012202?openNav=before_you_get_married</a>
<b>ADDRESS</b>	If you live at a rural route number or have a box number as an address, we will require the 911 address for the property.
<b>LICENCE VALID</b>	A Marriage Licence is valid anywhere in Ontario for a period of (3) months from the date of issuance.
<b>OFFICE HOURS</b>	Marriage Licences are issued at the Municipal Office during office hours from 8:30 am to 4:30 pm., Monday to Friday. Marriage Licences <u>are not</u> issued after 4:00 pm
<b>CIVIL WEDDING CEREMONIES</b>	During office hours - \$240.00 + 5% GST = \$252.00 During office hours (other than English) - \$285.00 + 5% GST = \$299.25 After office hours and/or offsite - \$320.00 + 5% GST = \$336.00 Mileage costs beyond Leamington boundaries - \$0.52 per km will be charged Please contact the Clerk's Office to inquire about scheduling an appointment. Also, cancellation fees may apply - contact the Clerk's Office for further details.
<b>NAME CHANGE</b>	For information regarding changing your name after marriage please visit: <a href="http://www.ontario.ca/en/information_bundle/individuals/119596">http://www.ontario.ca/en/information_bundle/individuals/119596</a>