

MARRIAGE LICENCE REQUIREMENTS

1. A marriage licence can be issued only to the Parties being married.
2. Both Parties must be at least 18 years of age. If 16 or 17 years old, the consent of parents or guardians must be obtained before the licence can be issued.
3. Both Parties must sign the marriage licence application form.
4. When issuing a marriage licence, we require for each party, a Passport or their Birth Certificate and Photo identification indicating current legal name, whether it be birth name, an assumed former spouse's name or a legal name obtained under the Change of Name Act. A copy of the identification provided will be attached to the marriage licence application.
5. If you have been divorced within Canada, we will require the original Certificate of Divorce or Decree Absolute, or a certified true copy of the same, from the Court in which the divorce was granted. The Certificate of Divorce or Decree Absolute will be returned to the applicant.
6. If you have been divorced outside of Canada, please check with this office for further instruction.
7. The marriage licence issuer is obligated to inquire into any discrepancies or issues concerning a person's capacity to marry and advise the Office of the Registrar General of any possible impediments to the marriage.
8. Licence Fee: \$75.00 (cash, cheque or debit)
9. Hours: 8:30 a.m. to 4:30 p.m. Monday to Friday.
10. Please allow approximately 15 minutes to process your application. You may wish to **contact the office in advance to ensure that someone is available to issue the licence** when you arrive.
11. The marriage ceremony must take place within three (3) months of the date of issue of the marriage licence.

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