



**THE CORPORATION OF THE TOWN OF LAKESHORE**

419 Notre Dame St. Belle River, ON N0R 1A0

Phone: (519) 728-2700 \* Fax: (519) 728-9530

**MARRIAGE LICENCE REQUIREMENTS**

**Please Read the Following Carefully:**

FEE	\$137.00 (cash or debit only – no personal cheques will be accepted)
AGE	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. No person under the age of 16 years may be married.
ISSUING OF LICENCE	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, the required original identification of the absent party must be produced. <b>Please be advised that</b> the issuing of Marriage Licences take approximately 1 week from the time we receive all required information.
IDENTIFICATION REQUIRED	Applicants are required to produce: (1) Proof of name and age ( <b>only one of the following will be accepted</b> ): Birth Certificate, Change of Name Certificate, Current Passport, Valid Immigration Status Papers, Valid Canadian Citizenship Card. <u>and</u> (2) Photo ID (ex: Driver’s Licence). <b>Photocopies will not be accepted.</b>
PUBLICATION OF BANNS	Please confirm with your clergyman the need to obtain a Marriage Licence.
DIVORCE OR ANNULMENTS	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.
OUT OF COUNTRY DIVORCE	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.
ADDRESS	If you live at a rural route number or if you have a box number as an address, we will require the lot, concession number and municipality or the 911 address for the property.
LICENCE VALID	A Marriage Licence is valid anywhere in Ontario for a period of three (3) months from the date of issuance.
OFFICE HOURS	Marriage Licences are issued at the Municipal Office during office hours 8:30 am to 4:30 pm, Monday to Friday. Please allow for a minimum of one week for staff to complete your marriage licence.
WEDDING CEREMONIES	Civil Wedding ceremonies are available at the Town Hall.
MARRIAGE CERTIFICATE	Once solemnization of marriage has occurred you will need to apply for your marriage certificate. Complete “Request for Marriage or Death Certificate” form 11075. (This certificate is necessary to process any documents that require a change of name.)