



TO MARRIAGE LICENCE APPLICANTS

TOWN OF KIRKLAND LAKE	Applicants are asked to carefully read the following instructions before completing the attached application for a marriage licence. Additional information may be obtained directly from the issuer of marriage licences, at town hall 567-9361 ext. 238.
FEE	<u>\$100.00 (cash only)</u>
AGE	Applicants must be 18 years of age or older to obtain a licence. However, applicants who are 16 or 17 years of age may obtain a license if they comply with the provisions of the <i>Marriage Act</i> respecting parental consent. No person under the age of 16 years may be married.
NUMBER OF APPLICANTS TO ATTEND BEFORE ISSUER	Both parties must sign the application form using full name(s) - not initials. However, only one party need apply in person before the issuer of marriage licences at the municipal office. Identification such as a birth certificate (along with any change of name certificates), current passport, Record of Immigrant Landing or Canadian citizenship card, <u>along</u> with photo identification must accompany the application.
DIVORCE OR ANNULMENT	<p>If an applicant has been granted a divorce or annulment in Canada the applicant is to provide the issuer of marriage licences the <u>original Decree Absolute or a certified true copy thereof, or the original Certificate of Divorce or a certified true copy</u>. Photocopies of the above noted divorce papers will not be accepted. Once the issuer of marriage licences has examined the papers, they will be returned to the applicant.</p> <p>If an applicant has been granted a divorce outside of Canada, the applicant must obtain authorization from the Office of the Registrar General. Information regarding this procedure may be obtained from the issuer of marriage licences.</p>
WIDOWED	If either applicant is widowed, the applicant must provide the issuer of marriage licences an <u>original death certificate or a funeral director's statement</u> with the marriage licence application.
PERIOD DURING WHICH LICENCE IS VALID	A marriage licence is valid anywhere in Ontario for a period of 3 months from the date of issue.
ADDRESS	A proper street address for both applicants must be included on the marriage licence application (i.e., - for rural routes, include the lot, concession and township or the address for the property). Post office box numbers are not an acceptable form of addresses.
OFFICE HOURS	Monday to Friday 8:30 am. to 12:00 noon and 1:00 to 4:30 pm.

