



Marriage Act, Section 35-(1)

Every person who knowingly makes a false statement in any document required under this Act, in addition to any other penalty or punishment to which the person may be liable, is guilty of an offence and on conviction is liable to a fine of not more than \$1,000 or to imprisonment for a term of not more than one year, or to both.

General Inquiry: Alex Epp
613- 382-2149 ext. 1114
OR
Kelly Shipclark, Clerk
613- 382-2149 ext. 1120,

- 1. Hours Issued:** 9:00 a.m. to 4:00 p.m., Monday to Friday, Town Hall, 30 King Street East, Gananoque, Ontario. The application/issuing process takes approximately 30 minutes, assuming all conditions are met. **Please call to book appointment.**
- 2. Licence Fee:** \$125.00 (cash / Interac / cheque / money order)
- Licenses can be issued to **Applicant/Applicants Only.**
- 4. Both** parties must sign the Marriage Application (Form #3). If you live at a Rural Route No. or if you have a box number as an address, we require the Lot, Concession and Township or the actual street address.
5. Either the bride or groom may submit the completed application form to the Town Hall in order to obtain the Marriage Licence, provided that they present the required identification for both parties.
- 6. IDENTIFICATION REQUIRED (2 pieces are required): Both parties must present:**

ONE of the following:

- Original Birth Certificate and any Change of Name Certificates
- Valid Passport
- Baptismal Certificate
- Record of Immigrant Landing
- Canadian Citizenship Card

TOGETHER WITH ONE of the following Photo ID:

- BYID Age of Majority Card
- Driver's Licence

PLEASE NOTE: When an applicant has been divorced and the divorce was granted in Canada, the Original or Certified Copy of the Decree Absolute or Certificate of Divorce is required. A copy can only be certified by the Court in which you were divorced. (A PHOTOCOPY IS NOT ACCEPTABLE); (ALSO, we will only accept the original or certified copy of the divorce judgment for Quebec if issued before 1986). If the divorce was granted outside Canada, please consult the Clerk Bonnie Dingwall, for further details at the above phone number.

No person under 16 years of age may marry. Any person who is 16 or 17 years of age (other than a widow, widower, or divorced person) must have the written consent of his/her legal guardian. A special consent form is available for this purpose from your local Vital Statistics Section.