

## Marriage Licence Requirements:

1. Marriage Licence Application forms are available from City Hall (325 Farr Drive) or on our website ([www.temiskamingshores.ca](http://www.temiskamingshores.ca)). Marriage Licences are issued on an **appointment basis**, Monday to Friday, from 8:30 a.m. to 4:30 p.m., based on the availability of staff. Please contact City Hall to schedule an appointment at 705-672-3363.
2. Both parties must complete, date and sign a Marriage Licence Application form. A Marriage Licence can be issued only to the applicant and/or to the joint applicant. The Application and required documentation must be delivered to City Hall, along with the current Fee payable by credit card, debit, cash, or on the City's online payment portal.
3. Both parties must provide two pieces of government-issued identification. Examples include:
  - government-issued birth certificate, including any change of name certificates
  - valid passport
  - record of immigrant landing
  - Canadian Citizenship Card
  - valid driver's Licence
  - valid Ontario Photo Card

When issuing a Marriage Licence to only the applicant or to the joint applicant, we require all of the original information noted on the Marriage Licence application for the absent person. To prepare the Licence, scanned and emailed copies are accepted, but the original identification documents are required for examination prior to issuing the Licence.

4. Any person who is 16 or 17 years of age, requires **both** parents' consent. Please contact the Municipal Clerk for the required documentation.
5. If one or both parties have been divorced within Canada, you will need to bring official proof of the divorce with you when you apply for a marriage licence. This can be the original or a court-certified copy of one of three documents:
  - **the final decree**
  - **the final judgment**
  - **a certificate of divorce**

These documents are required for examination by the Marriage Licence Issuer, will be returned after the examination, and a copy will be kept for the Clerk's files.

6. If one or both parties have been divorced outside of Canada, the Municipal Clerk must be contacted for the list of required documentation to be submitted to the Office of the Registrar, for review and approval. **Note:** This process can take up to 4 weeks.
7. If one or both parties are widowed, proof of the spouse's death is required.
8. A Marriage Licence, once issued, is valid for use anywhere in Ontario for a period of three (3) months from the date of purchase/issue.