



**Information
Marriage Licence Applications**

10227 Ilderton Road
RR 2
Ilderton ON N0M 2A0
Telephone: 519 666-0190
Monday to Friday - 8:30 a.m. to 4:00 p.m.

Important Requirements to Note When Applying for a Marriage Licence:

1. Licence Fee is \$100.00 taxes included (cash only)
2. Licence may only be issued to the bride and/or groom
3. Proof of Age is required. This includes **one** of the following:
 - Birth Certificate
 - Current Passport
 - Affidavit of Age
4. Photo Identification
5. If a marriage licence is issued to only one party, please note the proof of age requirement still applies to both parties and the application must be signed by both parties.
6. **Marriage Licence Application** - the form will only be accepted by completing and signing the application and taking it in person to the Municipal Office. The Marriage Licence application is available as a pdf document on our website at www.middlesexcentre.on.ca and at our Municipal Office. The marriage licence application is the copyrighted property of the Queen's Printer for Ontario.

The Marriage Licence Application form must be completed and signed by both parties to the marriage (the applicant and the joint applicant).

7. **Obtaining Licence When One Party Is Absent** - one party to the marriage (either the bride or the groom) may submit the completed application form to the Municipal Office in Coldstream in order to obtain the Marriage Licence, provided that **one** of the following documents is submitted in place of the absent party:
 1. the absent party's original birth certificate
 2. the absent party's valid passport
 3. an Affidavit of Age completed by the absent party and notarized
8. If the applicant(s) are living at a rural route address, or has a box number as an address, the legal description of the property is required. This includes the lot, concession, Township/Municipality or actual street address.
9. If the applicants are getting married in a rural area, the Township/Municipal name is required on the application form.

10. **Applicants of the Ages 16 and 17** - Applicants ages sixteen (16) and seventeen (17) must have the consent of their parents. Further information with respect to these situations is available from the Municipal Office.
11. Applicants who are widowed are not required to provide proof of the death of their spouse.
12. **Divorced Applicants** - if one or both applicants have been divorced within Canada they are required to produce the original or certified copy of the Decree of Absolute or Certificate of Divorce. You can obtain a certified copy from the court at which the divorce was granted. Please note that uncertified photocopies **will not** be accepted.

If you have been granted a divorce outside of Canada please consult the Municipal office for the requirements.

13. Once issued, the Marriage Licence is valid for **three months** and may be used at any location within the Province of Ontario.

Other Information:

Marriage and the *Change of Name Act*

After the marriage ceremony, there are three options either spouse may consider in regards to retaining, assuming, or legally changing his/her last name.

Option 1 Continue to Use His/Her Current Last Name

Under this course of action, the spouse who wishes to keep his/her current last name needs to take no action. Ontario law does NOT require a spouse to change his/her last name upon marriage.

Option 2 Assume the Use of the Spouse's Last Name

An assumed name is a name which a person uses or adopts although it is not their legal name. It is not against the law to simply use another name, provided it is not for fraudulent purposes. Upon marriage, a person may choose to "assume" the last name of his/her spouse and use it. Most government organizations, credit card firms, etc. will accept a copy of the marriage certificate issued by the Office of the Registrar General as proof of marriage, and issue revised identification. With this option, your birth certificate remains in your maiden or birth name.

Option 3 Legally Change His/Her Last Name

A legal name is the name by which the person is entitled to be recognized for the purposes of Ontario law. Either spouse can use the spousal elections provisions to legally change their last name to what his/her spouse's last name was before marriage or a hyphenated or combined last name incorporating the last name of both spouses. In this instance, a person will elect the option under the *Change of Name Act*, complete the appropriate forms and submit them to the Office of the Registrar General. The office will amend the person's birth registration, replacing his/her last name on the record with his/her new last name, retaining the name at birth in brackets.

If the person is born in Ontario, the birth registration is notated, and a birth certificate in the new name is issued, as well as a change of name certificate. If this is done within 90 days of marriage, there is no charge, otherwise a fee is charged.

If at some time a divorce takes place, or the other spouse dies, and the spouse wishes to return to the use of his/her former name, he/she must apply once more for a change of name.

Example:

For example, Margaret Jones married Bob Smith in 2000 but did not make the spousal election. She now signs all her cheques, letters and other documents "Margaret Smith". Therefore her legal name is Margaret Jones but her assumed name is Margaret Smith.