

Frequently Asked Questions

1. What documents are needed for a civil marriage service?

Before meeting with the marriage officiant you should have completed and paid for your Ontario marriage licence (valid for three (3) months following its date of issue), which you need to show the officiant. You should have also completed the Pre-Ceremony Information Questionnaire and Booking Agreement, which are both included in this package.

2. Who may officiate the wedding?

In the Town of Pelham, the Clerk and one Designate are appointed officiants and may perform wedding ceremonies.

3. Where will the wedding be located?

The ceremony takes place in Council Chambers, which is located on the 1st floor, 20 Pelham Town Square. The wedding officiants may go to other locations upon request. Please inquire with the Town Clerk.

4. Can we get married on Saturday?

Yes. Officiants may conduct ceremonies outside of regular hours upon request. When the ceremony is held outside of business hours a location must be provided. Additional fees may apply.

5. Does the Town offer “same day service” for a ceremony?

The Town does not offer same day ceremonies. Requests must be made and a pre-ceremony meeting should be conducted a minimum of four (4) weeks prior to the ceremony, or as may be agreed upon depending on the availability of an Officiant.

6. Do we have to purchase our Ontario Licence in Pelham to be married in Pelham?

No, an Ontario Licence may be purchased anywhere in the Province of Ontario to be married anywhere in the Province.

7. Are witnesses required for a civil marriage ceremony?

Yes, all couples require two witnesses present during the ceremony. Witnesses must be at least 14 years old and speak English, or have a translator present. If no witnesses are available the Town may supply them upon request. The cost is \$25 + HST per witness if required and this is only available for ceremonies conducted in Council Chambers.

8. May we include readings from the Bible or have a Blessing at our ceremony?

The marriage officiant may not perform any type of religious ceremony in keeping with the spirit of the Ontario Marriage Act which requires civil ceremonies to be “non-denominational”. The couple may have someone other than the officiant provide a reading or a blessing.

9. Who registers our civil marriage?

After the ceremony all parties must sign the Record of Solemnization (to be retained by the couple) and the Statement of Marriage, both are included on the licence. The marriage officiant will ensure all documentation is forwarded to the Office of the Registrar General in Thunder Bay within two (2) business days to register your marriage with the Province of Ontario.