

Schedule “E”
By-law No. 2019
Comprehensive User Fees and Service Charges
Township of Hornepayne
Civil Wedding Solemnization
User Fees and Charges

CIVIC WEDDING SOLEMNIZATION FEES	BASIS OF FEE	FEE	HST	TOTAL
Marriage Licence*	Tax Included	\$150.00	\$0.00	\$150.00
Civil Marriages and Renewals within Municipal Boundaries				
Monday to Friday Regular Business	Plus, Applicable Tax (\$150 Township Portion, \$150 Officiant Portion)1	\$300.00	\$0.00	\$300.00
Hours (9am-3pm)				
Monday to Friday After Regular	Plus, Applicable Tax (\$100 Township Portion, \$250 Officiant Portion) 1	\$350.00	\$0.00	\$350.00
Business Hours & Saturday and Sundat				
Sunday				
Civil Marriages and Renewals Outside Municipal Boundaries/Special locations** including Saturdays, Sundays, and Stat Holidays (at discretion of the Officiant) *				
Monday to Sunday Within Business	Plus, Applicable Tax (\$200 Within Township Portion, \$250 Officiant Portion) and (\$100 Outside Township, \$350 Officiant Portion)1	\$450.00	\$0.00	\$450.00
Hours and Outside Business Hours				
Rental of Municipal Council Chambers (Dependent of availability, NOT available on Saturdays, Sundays, or Holidays)	Plus, Applicable Tax (\$75 + tax Township portion)2	\$75.00	\$9.75	\$84.75
Cancellation Fee (121 days from original booked ceremony date)***	Full Refund of Ceremony Cost, Less \$50 (Administration Fee)	100%		
Cancellation Fee*** (31 - 120 days from original booked ceremony date)	50% Refund of Ceremony Costs, less \$50 (Administration Fee)	50%		
Cancellation Fee *** (30 days from original booked ceremony date - full penalty)	No Refund, No Exceptions	0%		
Change of date and/or time****		\$0.00		
Failure of applicants to appears	No Refund, No Exceptions	0%		

1 Payment of the Township of Hornepayne's portion of applicable fees is mandatory and shall not be waived by the Deputy Clerk or Designated Officiant. The Marriage Officiant may, at their sole discretion, waive the portion of fees (Officiant, Mileage, Expense) which would otherwise be payable to them.

2 All applicable Insurance coverage shall be the responsibility of the Couple and Township shall be provided with the applicable documentation, including the use of Town Hall.

Please Note: Additional fees that are incurred by the Marriage Commissioner are separate and apart from the Municipality's fees and as such shall be paid directly to the Marriage Commissioner by the applicant.

These fees will follow the Municipal's Travel Policy (National Joint Council) for mileage; the additional fees incurred will be set by the Marriage Commissioner at their discretion.

*Marriage License fee: includes no tax and administration fees.

**Special Locations (i.e., boats, fly-in locations, camps/cottages, etc.); it is at the discretion of the Marriage Commissioner to deem a location as a "Special Location."

***Cancellation Fee (applied should ceremony be cancelled prior to originally scheduled date)

****Change of Date and/or Time: No additional charge, subject to Commissioner's availability and Location, if applicable. Must be received within a minimum of four (4) weeks (30 days) prior to the originally scheduled date). Only one (1) change per booked ceremony.

*****The Marriage Commissioner may charge for travel, accommodations, meals, and mileage costs, at their discretion, to attend a ceremony in any approved locations, as well as an hourly fee over and above the approximate time allowed for a Civil Ceremony and for participation at a rehearsal, regardless of its location.