

**By-Law Number 6737-25**  
**Schedule "K"**  
**Access Aurora Division**  
**Effective January 1, 2026**

<b>Description of Service for Fee or Service Charge</b>	<b>Unit of Measure (i.e. per hour, page, document, etc.)</b>	<b>2026 (Including H.S.T. where applicable)</b>
<b>CIVIL MARRIAGE SERVICES</b>		
Civil Marriage Fee	per service	\$547.00
Marriage Licences	per licence	\$164.00
Witness Fee ( <i>if Town staff are required to be witnesses</i> )	per witness	\$73.00
Rehearsal Fee for offsite Civil Marriage ceremony	per service	\$110.00
Administrative Fee to be charged for change of wedding date within 7 days of scheduled ceremony	per change	\$40.25
Administrative Fee to be charged for cancellation of Civil Marriage ceremony before consultation meeting	each	\$75.00
Administrative Fee to be charged for cancellation of Civil Marriage ceremony after consultation meeting	each	\$217.00
<b>ADMINISTER OATHS/TAKE AFFIDAVITS</b>		
This fee is to commission documents for work that is not in connection with business of the Town (i.e. third party)		
Commission Service (Pension documents for seniors are completed at no charge)	per commission	\$28.00
<b>VITAL STATISTICS INFORMATION</b>		
Burial Permits (HST Exempt)	per permit	\$46.00
<b>LOTTERY LICENSING</b>		
Bingo Events (HST Exempt)	regulated by Province of Ontario	3% of prize board
Raffles (HST Exempt)	regulated by Province of Ontario	3% of prize board
BREAK OPEN TICKETS (NEVADA) (HST Exempt)	regulated by Province of Ontario	3% of prize board
Media Bingo (HST Exempt)	regulated by Province of Ontario	3% of prize board
Letters of Approval (HST Exempt) Town approval of Lottery Schemes Licenced by the Province of Ontario	per application	\$46.00
<b>Liquor License Clearance Letter</b>	each	\$223.00
<b>No Objection Letter</b>	each	\$101.00
<b>Road Closure Application Fee</b>	each	\$125.00