

VITAL STATISTICS DIVISION

When a divorce is granted outside of Canada a few extra steps are required before a Marriage Licence can be issued from our office. I will outline as simply as possible for you:

Step 1. The original or certified copy of the divorce certificate must be presented to an Ontario lawyer/solicitor; they must then authenticate the divorce giving you a letter on their letterhead stating so (if divorce certificate is in a language other than English it must be transcribed).

Step 2. The “Statement of Sole Responsibility” and the “Marriage Licence Application” forms must be completed by both of you.

Step 3. Courier the paperwork by FedEx or Purolator, not UPS to the Office of the Registrar General, 189 Red River Road, Thunder Bay, Ontario, Canada P7B 6L8.

Paperwork you must send to the Registrar General's Office include:

- a) the letter from the lawyer (on their letterhead) authenticating the divorce.
- b) the Original Divorce Certificate or Certified True Copy from the courthouse where the divorce took place.
- c) the Statement of Sole Responsibility
- d) Marriage Licence Application

On the courier envelope make sure that you indicate that it is for the “**Marriage Office.**”

Step 4. Depending on the urgency of the need (how soon the marriage is to take place) will determine the turnaround time of getting the proper papers back – you will then receive two letters from the Office of the Registrar General, one for yourself and the other is for our office giving us authorization to issue the Marriage Licence. If the divorce papers are the originals and not certified copies, they will be returned to you via express post. If you want things back faster, enclose a prepaid courier envelope (FedEx or Purolator).

I hope this has not been too confusing, if you have any questions concerning this matter, contact me at (807)625-2230

Yours truly,

Deputy Division Registrar