

**MANITOU CONFERENCE - THE UNITED CHURCH OF CANADA
APPLICATION TO OBTAIN/RETAIN A MARRIAGE LICENCE**

PART 1: (to be filled out by the person wishing to be licensed)

I, _____, ministry personnel within The United Church of Canada, do hereby request through the _____ Pastoral Charge (or Presbytery- recognized ministry) and _____ Presbytery that I be given permission to obtain/retain a licence to perform marriages within the Province of Ontario according to the rites and usages of The United Church of Canada. I acknowledge that this licence will be applicable for the duration of my formal association with this pastoral charge/Presbytery-recognized ministry.

Signed: _____
(Person applying to obtain/retain a licence to marry) (Date)
Home Address: _____

Former marriage licence # (if applicable): _____

PART 2: (to be completed by the congregation or Presbytery-recognized ministry)

A motion was passed on _____, 20____ by the _____ (Official Board, or its equivalent) of the _____ Pastoral Charge (or Presbytery-recognized ministry) within _____ Presbytery requesting that _____ be granted a licence to perform marriages within the Province of Ontario according to the rites and usages of The United Church of Canada. We certify that s/he is fulfilling a pastoral function which would be aided by the granting of such a licence. We further affirm that s/he is in a formal association with this pastoral charge/Presbytery-recognized ministry, as required by *The Manual*, Section I.2.5.3.

Signed: _____ Date: _____
Secretary of Official Board (or its equivalent)

PART 3: (to be completed by the incumbent ministry personnel)

I support this application for licensing to perform marriages in _____ Pastoral Charge. I will ensure access to the congregation's marriage register as required by Manitou Conference policy.

Signed: _____ Date: _____

PART 4: (to be completed by the Presbytery of which the person is a member)

A motion was passed on _____, 20____ by _____ Presbytery supporting the application of _____ and the _____ Pastoral Charge (or Presbytery-recognized ministry) for him/her to be granted a licence to perform marriages within the Province of Ontario according to the rites and usages of The United Church of Canada. The Presbytery certifies that s/he is fulfilling a pastoral function which would be aided by the granting of such a licence. We further affirm that s/he is in a formal association with this Pastoral Charge/Presbytery-recognized ministry.

Signed: _____ Date: _____
Secretary of Presbytery

(Instructions: After all four parties have filled out this form; return it to - Manitou Conference, 319 McKenzie Ave, North Bay, Ontario, P1B 7E3