

**Department:** Clerks  
**Key Business:** Public Services  
**Service Area:** Official Documents & Services

Service Provided	Unit of Measure	HST Y/N	2014 Base Fee	2015 Base Fee	2016 Proposed Base Fee	HST \$	2016 Fee (tax included)	Effective Date MMM-YY	Last Increase	2016 over 2015 \$ Change	2016 over 2015 % Change
Burial Permit	permit	N	\$50.00	\$50.00	<b>\$50.00</b>	N/A	<b>\$50.00</b>	Jan-13	2009	\$0.00	0.0%
Burial Permit After Hours	permit	N	\$75.00	\$75.00	<b>\$75.00</b>	N/A	<b>\$75.00</b>	Jan-13	2009	\$0.00	0.0%
Marriage Licence	licence	N	\$145.00	\$145.00	<b>\$145.00</b>	N/A	<b>\$145.00</b>	Jan-13	2009	\$0.00	0.0%
Commissioner of Oaths Services/Residency letters	oath	Y	\$30.00	\$30.97	<b>\$30.97</b>	<b>\$4.03</b>	<b>\$35.00</b>	Feb-15	2009	\$0.00	0.0%
Certified True Copies of Town Documents	document	N	\$15.00	\$15.00	<b>\$15.00</b>	N/A	<b>\$15.00</b>	Jan-09	2009	\$0.00	0.0%
Photocopy	per page	Y	\$0.44	\$0.44	<b>\$0.44</b>	<b>\$0.06</b>	<b>\$0.50</b>	Jan-09	2009	\$0.00	0.0%
Municipal Freedom of Information Request	request	N	\$5.00	\$5.00	<b>\$5.00</b>	N/A	<b>\$5.00</b>	Jan-09	2009	\$0.00	0.0%
Special Occasion Permit	permit	N	\$25.00	\$25.00	<b>\$25.00</b>	N/A	<b>\$25.00</b>	Jan-09	2009	\$0.00	0.0%
Municipal Information Approval	approval	N	\$100.00	\$100.00	<b>\$100.00</b>	N/A	<b>\$100.00</b>	Jan-13	2009	\$0.00	0.0%
Document Search / Preparation	hourly	N	\$30.00	\$30.00	<b>\$30.00</b>	N/A	<b>\$30.00</b>	Jan-09	2009	\$0.00	0.0%
Records Retrieval	normal delivery	Y	\$40.00	\$48.67	<b>\$40.25</b>	<b>\$5.23</b>	<b>\$45.48</b>	Jan-16	2015	-\$8.42	-17.3%
Records Retrieval	rush	Y	\$70.00	\$75.22	<b>\$58.73</b>	<b>\$7.63</b>	<b>\$66.36</b>	Jan-16	2015	-\$16.49	-21.9%
Marriage Consultation & Service	service	Y	\$300.00	\$300.00	<b>\$300.00</b>	<b>\$39.00</b>	<b>\$339.00</b>	Jan-13	2009	\$0.00	0.0%
Rehearsal Time	service	Y	\$100.00	\$100.00	<b>\$100.00</b>	<b>\$13.00</b>	<b>\$113.00</b>	Jan-13	2013	\$0.00	0.0%
Non-Refundable Appointment Revision Fee	service	Y	\$50.00	\$50.00	<b>\$50.00</b>	<b>\$6.50</b>	<b>\$56.50</b>	Jan-13	2013	\$0.00	0.0%

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Marriage Facility Fee during 12-5	rental	Y	\$100.00	\$105.00	<b>\$105.00</b>	<b>\$13.65</b>	<b>\$118.65</b>	Feb-15	2009	\$0.00	0.0%
Marriage Facility Fee after business hours	rental	Y	\$200.00	\$210.00	<b>\$210.00</b>	<b>\$27.30</b>	<b>\$237.30</b>	Feb-15	2009	\$0.00	0.0%
Offsite Marriage Outside Oakville	service	Y	\$50.00	\$50.00	<b>\$50.00</b>	<b>\$6.50</b>	<b>\$56.50</b>	Jan-09	2009	\$0.00	0.0%
Offsite Marriage In Oakville	service	Y	\$25.00	\$25.00	<b>\$25.00</b>	<b>\$3.25</b>	<b>\$28.25</b>	Jan-09	2009	\$0.00	0.0%
CD/DVD Copy of Council Committee Meeting	per copy	Y	\$35.00	\$35.00	<b>\$35.00</b>	<b>\$4.55</b>	<b>\$39.55</b>	Jan-11	2011	\$0.00	0.0%