



**AUTHORIZATION TO SOLEMNIZE MARRIAGE
APPLICATION FORM
FOR THOSE WHO FALL UNDER CATEGORY (g) IN THE
HAMILTON CONFERENCE POLICY ON THE
AUTHORIZATION TO SOLEMNIZE MARRIAGES**

The Hamilton Conference Policy on the Authorization to Solemnize Marriages states:

On the recommendation of each Presbytery, the Conference Executive Secretary is authorized to forward to the Registrar General the names of those who are eligible to solemnize marriages in Ontario in accordance with the following policy:

g) Other ministry personnel not covered by a) to f), where the exceptional circumstances have been approved by the Hamilton Conference Division of Ministry Personnel and Education or its equivalent.

An application initiated by the pastoral charge and approved by the Presbytery will be considered by the Division of Ministry Personnel and Education or its equivalent when it is accompanied by:

- the wedding policy(ies) pertaining to the pastoral charge,*
- the job description of the ministry personnel for whom application is being made,*
- a statement of the education/training taken by the ministry personnel for marriage preparation and worship leadership, particularly as it pertains to the Covenant of Marriage, and*
- a statement describing how the mission and ministry of the pastoral charge will be enhanced by authorization being granted or hampered by authorization not being granted. ...*

... Those ministry personnel in category (f) and (g) will be removed from the list of those eligible to perform marriages on the effective date of a change in pastoral relationship, unless application for marriage authorization within a succeeding pastoral relationship has been approved.

THE LICENCE IS GRANTED FOR THE DURATION OF THE PASTORAL RELATIONSHIP.

1. Name of Pastoral Charge: _____

2. Name of Applicant: _____

3. Category of Applicant: _____

For **DLM (not yet recognized)**:

Name of Educational Supervisor: _____

Name of Pastoral Charge Supervisor: _____

For **Intern Supply, Student Intern, Student Supply**:

Number of years of theological education completed: _____

Name of Pastoral Charge Supervisor: _____

4. What is/was the start date of the pastoral relationship on the applicant's current Pastoral Charge?

5. Has this applicant previously been licensed to solemnize marriages? Yes _____ No _____
Pastoral Charge: _____ Year: _____
6. How have the Presbytery and the Pastoral Charge consulted in making this decision?
7. Training—*Please provide a statement of the education/training taken by the ministry personnel for marriage preparation and worship leadership, particularly as it pertains to the Covenant of Marriage.*
What course in marriage preparation has the applicant taken?
If no course has been taken, what provision is the Presbytery making for the training of this person?
8. Description of Ministry Context
What are the exceptional circumstances surrounding this request?
How will having this applicant licensed enhance the ongoing ministry within this Pastoral Charge?
How would not granting this permission hamper the ministry of this Pastoral Charge?
If this licence is not granted, how will the pastoral charge provide for marriage solemnization?
Have you attached the wedding policy(ies) pertaining to the pastoral charge?
Is the job description of the applicant attached?

PLEASE INDICATE RECOMMENDATIONS AND ACTIONS TAKEN

10. **PRESBYTERY ACTION**

Presbytery: _____ Date: _____

Approved: _____ (If approved, forward to Conference Division of MPE)

Disapproved: _____ (If not approved, do NOT forward to Conference)

If disapproved, the reasons for disapproval: _____

Signature (Presbytery Secretary): _____

11. **DIVISION OF MINISTRY PERSONNEL & EDUCATION:**

Approval: _____ Disapproval: _____ Date: _____

If disapproved, the reasons for disapproval: _____

Signature: (Division of MPE Chair or Secretary) _____

12. **CONFERENCE EXECUTIVE ACTION:**

Date: _____ Signature: _____