

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_, NS Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

Email Address: \_\_\_\_\_

Languages spoken / written: \_\_\_\_\_

Date of wedding: \_\_\_\_\_

**NOTE:** Single Wedding Appointment requests must be made four (4) months in advance of the wedding date.

Please indicate in the space below why you are interested in becoming an Administrative Justice of the Peace for this single wedding. **Please also provide the names of the couple you are marrying and their relationship to you.**

**Applicants will need to provide the following with their application:**

- Two letters of reference supporting your application
- Resume
- A current (within 6 months of date of issuance) criminal record check
- Administrative processing fee of \$132.70 (cheque or money order made out to the order of Minister of Finance) (non-refundable)

**Please send your application and payment via regular mail to:**

**Administrative Justice of the Peace Coordinator**

4th Floor – Joseph Howe Building  
Department of Justice - Court Services Division  
1690 Hollis Street, Halifax, NS, B3J 1V7

**Email Address:** [civilweddings@novascotia.ca](mailto:civilweddings@novascotia.ca)