

**SCHEDULE "F"**



**ADMINISTRATIVE & OTHER FEES**

HST is not applicable unless otherwise noted

<b>MISCELLANEOUS</b>			
3068-0903	Tax Certificates	<b>\$50.00</b>	
3068-0921	Tax Arrears Fee (letters delivered by mail, registered mail or By-Law Officer)	<b>\$25.00</b>	
3068-0921	Tax Statement Mailing Fee	<b>\$5.00</b>	
3068-0921	Tax Bill / Tax Statement Reprint Fee	<b>\$5.00</b>	
3068-0921	Tax Registration Admin Fee	<b>\$25.00</b>	
2230-0001	Tax Registration Fees - billed out at cost as per <i>Realtax</i> * fee schedule 2020 * <i>Realtax</i> is an outside firm that is used to conduct tax registration processes for the Town	<b>at cost</b>	
4070-0501	By-Law Enforcement - County of Lambton inspection, follow-up, property standards and tidy yard by-law enforcement (including long grass) billed to homeowner at cost	<b>at cost</b>	
3068-0921	NSF / Refund Cheques	<b>\$35.00</b>	
3069-1012	Compost Pass	<b>\$20.00</b>	
3069-1011	Blue Box (HST is included)	<b>\$22.00</b>	
3069-1011	Garbage Bag Tags (HST is included)	<b>\$5.00</b>	each
4021-0320	Integrity Commissioner Filing Fee (payable in Trust to <i>Aird &amp; Berlis LLP</i> by cheque only) * Fee is refundable if the application is found not to be frivolous or vexatious	<b>\$125.00</b>	
3067-0802	Certificate of Compliance	<b>\$50.00</b>	
3067-0802	Registration to Title	<b>\$400.00</b>	
3060-0101	Special Events / Open Burning Permit Fee	<b>\$50.00</b>	
<b>SIGNATURE</b>			
3068-0915	Commissioner of Oath	<b>\$0.00</b> Resident	<b>\$35.00</b> Non-Resident
3068-0915	Certified True Copy	<b>\$10.00</b> Resident	<b>\$25.00</b> Non-Resident
<b>MARRIAGE CEREMONY (full payment required at time of booking, non-refundable)</b>			
3068-0919	During Business Hours (9:00 a.m. - 3:30 p.m. on day Town office is open for business)	<b>\$175.00</b> Resident	<b>\$200.00</b> Non-Resident
3068-0919	After Business Hours (any time other than 'open business' hours as per above)	<b>\$275.00</b> Resident	<b>\$300.00</b> Non-Resident
3068-0919	Rehearsal	<b>\$50.00/hr</b> Resident	<b>\$60.00/hr</b> Non-Resident
3068-0920	Marriage Licence (not included with Ceremony Fee)	<b>\$130.00</b> Resident	<b>\$145.00</b> Non-Resident

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<b>ANIMAL LICENCE</b>			
3060-0103	First Dog	<b>\$30.00</b>	due Jan 31
3060-0103	Second Dog	<b>\$60.00</b>	due Jan 31
	* every licence purchased after due date is subject to 50% surcharge		
<b>BUSINESS LICENCE</b>			
3060-0101	Transient Trader	<b>\$1,000.00</b>	one time fee
3060-0101	New Business	<b>\$200.00</b>	one time fee
3060-0101	Taxi Licence (MOE certificaten to be provided yearly)	<b>\$150.00</b>	yearly
3060-0101	Auctioneers	<b>\$300.00</b>	yearly
3060-0101	Mobile Canteen	<b>\$200.00</b>	one time fee
3060-0101	Transfer of Ownership	<b>\$200.00</b>	one time fee
3060-0101	Transfer of Location (same owner) *inspections of new location required	<b>No Fee</b>	
	*inspection fees, if required are in addition to licence fee, payable to issuing agency		
<b>LOTTERY LICENCE</b>			
3060-0101	Raffle Bingo Licence (min \$25.00 charge)	<b>3% of Total Prize Value</b>	
3060-0101	Break Open Tickets Licence	<b>3% of Total Prize Value</b>	
3060-0101	Non-Profit / Charity Organizations (funds benefit Petrolia Residents)	<b>No Fee</b>	
3060-0101	Admnistration Fee (approval of licence from outside the Town of Petrolia)	<b>\$50.00</b>	
<b>MEMORIAL TREES &amp; BENCHES</b>			
2310-0114	Memorial Tree - one tree with recognition plaque	<b>\$200.00</b>	
3070-1111	Memorial Park Bench - one bench with engraving recognition	<b>\$1,500.00</b>	