

## **Commissioner of Oath**

A Commissioner of Oaths is the same thing as a Commissioner for Taking Affidavits in Ontario. An Affidavit is a document which the person making it swears or affirms that the contents are true. They do so in front of a Commissioner for Taking Affidavits.

Please note that you must bring the documents to be signed in their original form and in the case of commissioning a document or affidavit, the person(s) signing the document must be present with photo identification and must sign the document in the presence of a Commissioner.

Some examples of documents that may require a Commissions of Oath signature, but not limited to, include:

- Ministry of Transportation forms to transfer ownership between family members
- Pension documents
- Banking documents
- General affidavits
- Some court documents
- Lost Passport forms
- School immunization forms

## **Certified Documents**

Certified Documents are generally requested when copies of identification or documents require a “Certified True Copy” statement.

## **Related Fees**

- **Commissioner of Oath signature \$20.00 for the 1<sup>st</sup> document and \$5.00 for each additional document, Plus HST. NOTE: Pension forms are exempt from this fee.**
- **Certified Documents \$20.00 for the 1<sup>st</sup> document and \$5.00 for each additional document, Plus HST**

## **Please Note**

Should you require a Certified Document signature, please contact the Clerk’s Department at (905) 478-4282 to book an appointment to ensure that the Deputy Clerk will be available. If you require a Commissioner of Oath signature no appointment is necessary.

## **Questions?**

Please call Customer Service at (905) 478-4282, Monday to Friday 8:30 a.m. to 4:30 p.m.