

**SCHEDULE 'A' - FINANCE & ADMINISTRATION**  
**TO BY-LAW NUMBER 16-12**  
**Effective March 29, 2016**

Fee Description	Fee Plus Applicable Taxes
<b>Lottery and Marriage Licences</b>	
Marriage Licence	\$135.00
Raffle Prize value up to \$50,000	3% of prizes
Break Open Ticket	3% of prizes
Media Bingo	3% of prizes
Regular Bingo	3% of prizes
Special Bingo (monster) Prize Value to \$5,500.00	3% of prizes
Bazaar - Single Event	\$25.00
Bingo Series (6 month licence, maximum 26 events)	\$200.00
License Date Change	\$25.00
<b>Tax Documents</b>	
Combined Tax /Water Certificate	\$60.00
Tax Certificate Vacant Lot	\$30.00
Tax Extension Agreement	\$500.00
Tax Arrears Registration	Actual Cost
Tax Sale Property Administration Fee	\$250.00
Tax Sale Property Tender Package	\$10.00
<b>Land Sales</b>	
Legal Fees Sale of Land	\$800.00
<b>Sundry</b>	
Interest (over due property taxes)	1.25%
Interest (over due water/sewer/receivable accounts)	1.50%
Non Sufficent Funds	\$25.00
<b>Commissions/Certificatlons/Affidavits</b>	
Affidavit - Prepared by Staff (preparation only)	\$50.00
Certification of Document	\$15.00
Commission of Oaths - 3 signatures	\$15.00
Commission of Oaths - Each Additional Signature	\$3.00
<b>Administrative Services</b>	
Photocopies each	\$0.25
Fax - Sent	\$2.00
Fax - Receive	\$2.00
Record Search	1.5 times hourly rate
Town Map - Large (24 x 36)	\$20.00
Copy of Survey Map	\$10.00
<b>Rentals</b>	
Town Tent	
Non-Profit/Charitable Organizations per event	\$50.00
Private Sector per event	\$500.00
<b>Misc Sales</b>	
Town Pin	\$5.00