



ITEMS NEEDED FOR APPLICATION FOR MARRIAGE OR CIVIL UNION

Applications are taken between 9 a.m. - 4 p.m., Monday - Friday

1. Must apply in the municipality where either applicant resides. Must show proof of present address - besides a driver's license, must have recent correspondence or lease with name/address on.

If one applicant is from out of state, apply in the municipality where the other applicant resides. If both are from out of state, apply in the municipality where the marriage or civil union will occur - license will only be valid in that municipality.
2. Marriage or civil union arrangements must be made by the applicants.
3. Certified birth certificates or valid passports for both applicants.
4. If one or both were married, in a domestic partnership, or civil union before, they must bring either the final divorce decree, death certificate, or domestic partnership certificate.
5. Witness 18 years of age or older who knows both applicants and who understands English. ***If one or both applicants do not understand English, witness must know both languages.***
6. Application fee is \$28.00.
7. Application becomes a valid license after 72 hours (3 days). For example, if the marriage/civil union is to take place on a weekend, the **very latest the applicants should come in would be the Tuesday before.** For remarriages and reaffirmations, there is no waiting period.
8. Any one of the three present at the time of application can come in and pick up the license.
9. ***License will be filed in the municipality where the marriage or civil union occurred.*** A certified copy of the license can be obtained there -- not necessarily in the municipality where the application was taken.

For further information, please call 725-2300, extension 1980 or 1982

3-19-07