



Marriage License Requirements

- FEES:** \$40.00 payable in cash / personal check / money order
OFFICE HOURS: Monday thru Friday 8:30 a.m. to 4:30 p.m.
TUESDAY HOURS: **4:30 p.m. to 7:30 p.m. By appointment**

Marriage licenses are valid 24 hours after issuance, for a period of 60 days

Identification requirements – As per the New York State Division of Vital Records Two (2) Proofs of Age and Identity are required. Application **MUST be submitted with originals or certified copies of one document from List A and one from List B; All documents must be submitted from Lists C and D (if applicable);**

- A. One (1) of the following forms:
1. Birth Certificate – Original or Certified Copy
 2. Original Naturalization Document
- B. **And** One (1) of the following:
1. Valid Driver's License/Valid U.S. Non-Driver's License
 2. Valid Passport
 3. Valid Immigration Record – Can be used as photo I.D. ONLY.
***Does not replace Birth Certificate or Naturalization Papers.**

****DOCUMENTS IN ANY LANGUAGE OTHER THAN ENGLISH MUST BE TRANSLATED BY A CERTIFIED TRANSLATOR. THE TRANSLATION MUST BE A FULL AND A COMPLETE TRANSLATION OF THE ENTIRE DOCUMENT INCLUDING THE MEANING OF ANY TITLES, STAMPS OR SEAL. A SUMMARY OF THE DOCUMENT IS NOT ACCEPTABLE. THE TRANSLATION MUST INCLUDE THE TRANSLATOR'S TITLE, POSITION AND QUALIFICATIONS. THE STATEMENT MUST BE SIGNED, DATED AND NOTARIZED.***

TRANSLATIONS THAT DO NOT MEET ALL OF THE ABOVE QUALIFICATIONS WILL NOT BE ACCEPTED.

- C. If divorced, ORIGINAL or SEALED CERTIFIED COPIES of divorce papers from ANY country for any and all divorces are required when applying for a marriage license, (ie: if you were married and divorced twice you will need both sets of divorce papers). If widowed, a certified copy of the death certificate is required.
- D. If applying for a second or subsequent ceremony you must present the original or certified transcript of your marriage.

Requirements for applicants age 17 – Application **MUST be submitted with ALL of the following:**

1. Original Birth Certificate
2. Valid picture I.D.
3. Written consent and valid picture I.D. of **BOTH** parents
4. Written approval of a justice of the Supreme Court or of a judge of the Family Court, having jurisdiction over the town or city in which the application is made.

A MARRIAGE LICENSE MAY NOT BE ISSUED IF EITHER APPLICANT IS UNDER 17 YEARS OF AGE.

IS THE WEDDING DATE WITHIN <i>60 DAYS</i> ?		YES	NO	IF YES, BELOW PLEASE GIVE DATE, TIME AND LOCATION:			
Phone Number of Bride/Groom/Spouse:			Mailing Address of Bride/Groom/Spouse: <i>(valid after ceremony)</i>				
BRIDE/GROOM/SPOUSE			BRIDE/GROOM/SPOUSE				
First Name	Middle Name	Last name <i>(current)</i>		First Name	Middle Name	Last name <i>(current)</i>	
Birth Name/Maiden Name, if different:				Birth Name/Maiden Name, if different:			
Last Name after Marriage: <i>(optional)</i>				Last Name after Marriage : <i>(optional)</i>			
Social Security Number:				Social Security Number:			
Current Residence: State & County				Current Residence: State & County			
Current Address: Street, Town & Zip Code:				Current Address: Street, Town & Zip Code:			
Is residence in an incorporated village?		Yes	No	Is residence in an incorporated village?		Yes	No
Age (as of today):				Age (as of today):			
Date of Birth [Month/Day /Year]:				Date of Birth [Month/Day /Year]:			
Employment, usual occupation:				Employment, usual occupation:			
Type of Business or Industry of Occupation:				Type of Business or Industry of Occupation:			
City & State of BIRTH (country if not in USA)				City & State of BIRTH (country if not in USA)			
Father's Name: <i>(First & Last)</i>				Father's Name: <i>(First & Last)</i>			
Father's Country of Birth:				Father's Country of Birth:			
Mother's Birth Name: <i>(First & Last)</i>				Mother's Birth Name: <i>(First & Last)</i>			
Mother's Country of Birth:				Mother's Country of Birth:			
Have you ever been married before, in any state/country?				Have you ever been married before, in any state/country?			
Yes		No		Yes		No	
If yes, what is the number of this marriage? _____				If yes, what is the number of this marriage? _____			
You must supply Final Judgement(s) of Divorce and/or Death Certificates for any and all former marriages				You must supply Final Judgement(s) of Divorce and/or Death Certificates for any and all former marriages			