

## Applying for a Marriage License

When applying for a Marriage License both parties must be present.

We require the following items to be emailed as attachments:

- Long forms (full 8/5" x 11" sheet) of Birth Certificates – titled **"Certified Transcript of Birth"** (must show parent's names and have a raised seal)
- Photo ID (Driver's License or Passport)
- Proof of any/all finalized Divorce decrees, Annulments or Death Certificate(s) to prove how the previous marriage(s) ended
- Any records that are not in English must be translated into English so that we can read them
- **\$40.00 cash or check only**

Parties must be 18 years of age, anyone under 18 needs a Judge's approval

Once the license is issued parties must wait 24 hours to be married. After 24 hours, the license is good for 60 days.

Please submit all paperwork via email to **both** email addresses:

[townclerk@whitestown.net](mailto:townclerk@whitestown.net)

[dmanley@whitestown.net](mailto:dmanley@whitestown.net)

We will contact you once all forms have been received to set up an appointment.

**Please bring all original forms with you at the time of the appointment.**

If you have any questions, please call the office at 315.736.4224