

## Marriage Application Instructions

1. Please **print clearly** using black ink.
2. Application for a marriage license shall be made by **both** of the parties upon a form provided for the purpose and shall contain the following information:
  - a. the full names of the parties and the sex of each party;
  - b. their post office addresses and county and state of residence;
  - c. their full ages;
  - d. if either party has previously been married, the party's married name, and the date, place and court in which the marriage was dissolved or annulled or the date and place of death of the former spouse;
  - e. if either party is a minor, the name and address of the minor's parents or guardian. A person of the full age of 16 years may, with the consent of the person's legal custodial parents, guardian, or the court receive a license to marry, when, after a careful inquiry into the facts and the surrounding circumstances, the person's application for a license and consent for marriage of a minor form is approved by the judge of the district court of the county in which the person resides. Please contact our office for the minor consent form. Both parents must consent unless one of the parents has had their parental rights revoked.
  - f. whether the parties are related to each other, and, if so, their relationship;
  - g. address of the bride and groom after the marriage to which the local registrar shall send a certified copy of the marriage certificate;
  - h. the full names the parties will have after marriage and the parties Social Security numbers. The Social Security numbers must be collected for the application but must not appear on the marriage license, If a party listed on a marriage application does not have a Social Security number, the party must certify on the application, or a supplement to the application, that the party does not have a social Security number;
  - i. if one or both of the parties to the marriage license has a felony conviction under Minnesota law or the law of another state of federal jurisdiction, the parties shall provide to the county proof of service upon the prosecuting authority and, if applicable, the attorney general.
3. Licenses are valid for (6) months from the date of issuance and may be used only in the **State of Minnesota**.
4. **Fee is \$115.00 - there are NO REFUNDS**
5. Effective July 11, 2005 Minnesota allows for a reduced marriage license fee of \$40.00 subject to all of the following requirements:
  - a. provide a Premarital Educator's Statement according to Minnesota Statute 517.18 subd (1b) at the time the application is made. In order to qualify for the reduced license fee, the parties must submit at the time of applying for the marriage license a signed, dated, and either **notarized or under the church seal** from the person who provided the premarital education on **their letterhead** confirming that it was received.
  - b. complete names of the bride and groom (before marriage), must be identical to the legal names provided on the marriage license application.
6. There is a required 5-day waiting period from the date of application. Licenses are issued from the Government Center location only, which is open Monday through Friday 8:00am - 4:30pm.