

Application to Town/City Clerk for Copy of Marriage Record

TYPE OF RECORD DESIRED (Check One)

Search and
Certification

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Fee \$10.00
per copy

A Certification, an abstract from the marriage record issued under the seal of the Health Department, includes the names of the contracting parties, their residence at the time the license was issued as well as date and place of birth of the bride and groom.

A Certification may be used as proof that a marriage occurred.

Search and
Certified Copy

☐

Fee \$10.00
per copy

A Certified Transcript includes all of the items of information occurring on the original record of the marriage.

A Certified Transcript may be needed where proof of parentage and certain other detailed information may be required such as: passports, veteran's benefits, court proceedings, or settlement of an estate.

PLEASE COMPLETE FORM AND REMIT FEE

PLEASE PRINT OR TYPE

Name (First) (Middle) (Last) of Groom	Name (First) (Middle) (Last) of Bride
Groom's Age or Date of Birth	Bride's Age or Date of Birth
Residence (County) (State) of Groom	Residence (County) (State) of Bride
Date of Marriage or Period Covered by Search	If Bride Previously Married, State Name Used at That Time
Place Where License Was Issued	Place Where Marriage Was Performed
For what purpose is information required? _____ _____	What is your relationship to person whose record is requested? If self, state "self." _____ _____
In what capacity are you acting? _____ _____	If attorney: Name and relationship of your client to persons whose marriage record is required. _____ _____
Signature of Applicant	Date
Address of Applicant	Please print name and address where record is to be sent.

Where to Apply for Record of Marriage

1. License Issued in New York State (Outside of New York City)

Year of Marriage	Apply to:
* 1880 to present	Certification Unit Vital Records Section P.O. Box 2602 Albany, NY 12220-2602
* 1880 - 1907 and license issued in the cities of Albany, Buffalo or Yonkers	Albany: City Clerk, City Hall, Albany, NY 12207 Buffalo: City Clerk, City Hall, Buffalo, NY 14202 Yonkers: City Clerk City Hall Yonkers, NY 10701

2. License Issued in New York City

Apply to the Borough office of the New York City Clerk that issued the marriage license.
The location of these offices follows:

Manhattan - Municipal Building, New York, NY 10007

Brooklyn - Municipal Building, Brooklyn, NY 11202

Bronx - (Records for 1908-1913 are on file with the Manhattan office)
1780 Grand Concourse, New York, NY 10457

Queens - (Records prior to 1898 are on file with the New York State Department of
Health) 120-55 Queens Boulevard, Kew Gardens, Jamaica, NY 11424

Richmond - (Records prior to 1898 are on file with the New York State Department of
Health) Borough Hall, St. George, Staten Island, NY 10301.

PLEASE NOTE: Records of marriages in areas of the present City of New York, which
were not part of the city at the time of marriage, are on file with the
State Department of Health.

TYPES OF ACCEPTABLE IDENTIFICATION

1. Driver's license
2. Non-driver's license
3. Passport
4. Naturalization Papers
5. Military ID
6. Employer's Photo ID
7. Two utility bills, showing applicant's name and address
8. Police report of lost or stolen ID

DO NOT ISSUE COPY UNLESS ONE OF THE ABOVE TYPES OF IDENTIFICATION IS PRESENTED