

We tied the Knot!

After the certificates are filed in the municipality in which you got married, you will need to apply for certified copies to do the followings:

- **Change your name with Motor Vehicles**
- **Health insurance coverage**
- **Social Security**
- **Passport**
- **Banking**

Please note, an application for certified copies must be submitted to the municipality in which the ceremony took place in order to obtain a legal copy of your marriage license. Merely filing the marriage certificates does not entitle a couple to certified copies, they must be applied for.

The fee for certified copies in Medford Township is \$25.00 for one copy and \$5.00 for each additional. We accept checks payable to the Township of Medford or exact cash.

Please use the following link to apply for certified copies in Medford Township:

<http://www.medfordtownship.com/vitalstatistics>

Certified Copies By Mail!

For security purposes, the local registrar is unable to confirm receipt of a marriage certificate by phone or email, therefore we recommend applications be submitted by mail. Applications can be made in person.

Please include a self-addressed stamped envelope when making an application by mail.

The address provided on the application must match your proof of residency.

Requirements to obtain certified copies of a Marriage License

Proof of Identification:

- Valid photo driver's license with current address (no secondary documentation listed below required)
- Valid non-driver's license with current address (no secondary documentation listed below required)
- Valid driver's license without photo and alternative form of ID with current address (secondary documentation listed below required)

Proof of Residency

Two (2) of the following will be required if you are not able to provide proof of identification listed above, one must have an address.

- Vehicle registration card
 - Vehicle insurance card
 - Voter registration card
 - US/Foreign Passport
 - Permanent residence card (green card)
 - Federal/State ID
 - Utility/tax bill (last 90 days)
 - Bank statement (last 90 days)
 - W-2 for current or the previous year
- *Please note that the State has decided that a lease/deed no longer suffices as proof of residency**

Proof of Relationship

- Self: If you are the individual on the record you will be required to show your identification and meet the requirements set forth in the application. If your name has changed, you will need to provide your birth certificate.
- For a more comprehensive list of who is eligible to obtain vital records please use the link below.

<http://www.medfordtownship.com/vitalstatistics>

Information for Couples Planning to Marry in the State of New Jersey



Township of Medford
VITAL STATISTICS

Phone: 609-654-2608 x 328
Web site: www.medfordtownship.com

Where do we apply?

To get married in the State of New Jersey, a couple must apply in the municipality they reside, unless they live out of state.

If the couple resides out of state, they apply in the municipality they are getting married in.

When do we apply?

Applications for marriage can be made up to six months prior to the intended date of ceremony. (We suggest this if you live out of state and we suggest one month prior for municipal residents)

How do we apply?

First, applicants for marriage will need to make an appointment with the local Registrar.

Applicants can find phone numbers and email addresses on the following link:

<http://www.medfordtownship.com/vitalstatistics>

What do we bring to our appointment?

Applicants for marriage must provide **proof of identity and residency.**



Acceptable proof of identity:

- *Valid photo driver's license
- *Photo State/Federal/County/Municipal ID
- *Photo Passport

Acceptable proof of residency:

Only one of the people applying must provide proof of residency within that municipality

Out of State applicants do not have to provide proof of residency

**Valid driver's license*

(P.O. Box requires a secondary document)

**Utility/tax bill (last 90 days)*

**Voter registration*

**Bank statement (last 90 days)*

**Vehicle insurance*

A Witness

Must be 18 years of age or older with a valid photo identification.

Payment

\$28.00 (twenty-eight dollars) check made payable to Township of Medford or exact change.

You're almost there!

The next step is to pick up your marriage certificate after the 72 hour waiting period, which is the paperwork that gets filled out on the day of your ceremony.

Handling and Processing your Marriage Certificate

Please give the certificates issued by the local Registrar to your officiant to complete.

- Your officiant will complete sections 3, 4, 5a, 5b and 5c
- Your witnesses (2) will complete sections 6a, 6b, 6c, 7a, 7b, and 7c.

Please be careful when filling out the certificates. The State of New Jersey will not accept strikeouts or whiteouts on the (2) white copies of the certificates.

After the certificates are filled out in their entirety they should be dispersed as follows:

- Both white copies are submitted to the local Registrar of the municipality where the ceremony took place.
- The pink copy is retained by the couple.
- The blue copy is retained by the officiant.

Please reference the detailed instructions provided by the Medford Township Registrar.

