

New Jersey Department of Health
Office of Vital Statistics and Registry
PO Box 370
Trenton, New Jersey 08625-0370

ENTERING INTO A MARRIAGE OR CIVIL UNION IN NEWJERSEY

If you are entering into a Marriage or Civil Union in New Jersey, you will find information in this brochure which will be helpful to you. Read it carefully. If you have any questions, please contact your local Registrar of Vital Statistics. A list of local Registrars is available at: www.nj.gov/health/vital/regbycnty.shtml.

Where should you apply for a marriage or civil union license?

The marriage or civil union license must be obtained from the registrar in the New Jersey municipality in which either applicant resides, if one or both is resident of New Jersey. (For these purposes, soldiers are residents of the posts at which they are stationed.) A license issued under the preceding circumstances is good for use anywhere in the State of New Jersey.

If both parties are not residents of New Jersey, the license must be obtained from the Registrar of the municipality where the ceremony is to be performed and is **only** good for use in that municipality.

A New Jersey marriage or civil union license may never be used outside of the State of New Jersey and a license issued in another state may never be used within the State of New Jersey.

Be sure to contact the Registrar well in advance of the ceremony to find out on what days and during what hours the Registrar will be in the office. ***The marriage or civil union license fee is \$28.00.***

Who can perform a marriage or civil union ceremony?

Each judge of the United States Court of Appeals for the Third Circuit, each judge of a federal district court, United States magistrate, judge of a municipal court, judge of the Superior Court, judge of a tax court, retired judge of the Superior Court or Tax Court, or judge of the Superior Court or Tax Court, the former County Court, the former County Juvenile and Domestic Relations Court, or the former County District Court who has resigned in good standing, surrogate of any county, county clerk and any mayor or the deputy mayor when authorized by the mayor, or chairman of any township committee or village president of this State, and every minister of every religion, are hereby authorized to solemnize marriages or civil unions between such persons as may lawfully enter into the matrimonial relation or civil union; and every religious society, institution or organization in this State may join together in marriage or civil union such persons according to the rules and customs of the society, institution or organization (Title 37:1-13).

When should you apply for a marriage or civil union license?

A local Registrar will not issue a marriage or civil union license sooner than 72 hours after the application for a license has been made, unless ordered to do so via a Superior Court order. If the ceremony is scheduled for a Saturday or Sunday, the application should be made no later than the preceding Tuesday. If the application is made on a Wednesday or Thursday, the 72 hours will end on Saturday or Sunday, but the Registrar will probably not be available on those

days or any public holiday. If both parties are unavailable to complete the application at the same time, either applicant may complete his/her part of the application and start the waiting period. The other applicant must return with the same witness (who must be at least 18 years old) to complete his/her part of the application.

The application must be completed by both parties before the license will be issued. The application is valid for six months from the date filed.

Once the license is issued, it is good for 30 days from the date of issuance. A couple wishing to have both religious and civil ceremonies may be issued a license for both ceremonies on the basis of a single application. However, a couple wishing to have two religious ceremonies, and wanting to have a public record of each, may not have two licenses issued at the same time. They must apply for and use the first license. They must then return to the Registrar with the signed original certificate and a witness to apply for a remarriage or reaffirmation of civil union license.

What should you bring with you when you apply?

Required documents when applying for a marriage license:

1. Proof of identify by presenting your driver's license, passport or state/federal ID.
2. Proof of your residency.
3. Your social security card or social security number.*
4. A witness, 18 years of age or older.
5. The \$28 application fee.

*Social security number is required by law for U.S. citizens and will be kept confidential.

Any documents in a foreign language must be accompanied by a certified English translation.

Requested additional documents (these documents are helpful but not required):

1. A copy of your birth certificate to establish your parents' names and related birth information.
2. If you are divorced, have had a previous civil union dissolved, domestic partnership terminated or have had a marriage or a civil union annulled, please bring the decree(s) or the annulment documents.
3. If your former spouse/civil union or domestic partner is deceased, please bring the death certificate.

Each applicant must supply valid identification that establishes name, age, date of birth and proof of residency. This may be supplied by one or more documents issued by a government agency, such as a certified copy of a birth certificate, driver's license, military identification, passport or state/county identification card.

Where should the marriage or civil union record be filed?

The person performing the ceremony must file the license and certificate with the Registrar of the municipality in which the ceremony was performed. Since failure to record the certificate may cause considerable inconvenience at a later date when proof of certificate is needed, you should make sure that this has been done.

Certified copies of the marriage or civil union event may be obtained from the local Registrar in the municipality where the ceremony occurred or from the State Office of Vital Statistics and Registry.

**New Jersey Department of Health
APPLICATION FOR LICENSE**

MARRIAGE REMARRIAGE CIVIL UNION REAFFIRMATION OF CIVIL UNION

(PLEASE PRINT OR TYPE)

DECLARATION OF APPLICANT A <i>(Giving false information constitutes perjury.)</i>				DECLARATION OF APPLICANT B <i>(Giving false information constitutes perjury.)</i>			
1. Name (First, Middle, Last) <i>(List name given at birth or on birth certificate)</i>				1. Name (First, Middle, Last) <i>(List name given at birth or on birth certificate)</i>			
Street Address <i>(Current Legal Residence)</i> <i>(See Note 1)</i>			County	Street Address <i>(Current Legal Residence)</i> <i>(See Note 1)</i>			County
Municipality of Residence <i>(See Note 4)</i>		State	Zip Code	Municipality of Residence <i>(See Note 4)</i>		State	Zip Code
1a. Current Name <i>(if different)</i>			2. Date of Birth	1a. Current Name <i>(if different)</i>			2. Date of Birth
3. Birthplace		4. Sex <input type="checkbox"/> M <input type="checkbox"/> F	5. Age <i>(See Note 2)</i>	3. Birthplace		4. Sex <input type="checkbox"/> M <input type="checkbox"/> F	5. Age <i>(See Note 2)</i>
6. Domestic Status <i>(at this time)</i> <i>(See Notes 3 and 5)</i>				6. Domestic Status <i>(at this time)</i> <i>(See Notes 3 and 5)</i>			
<input type="checkbox"/> Single		Date	Place	<input type="checkbox"/> Single		Date	Place
<input type="checkbox"/> Widowed		_____	_____	<input type="checkbox"/> Widowed		_____	_____
<input type="checkbox"/> Divorced		_____	_____	<input type="checkbox"/> Divorced		_____	_____
<input type="checkbox"/> Annulled		_____	_____	<input type="checkbox"/> Annulled		_____	_____
<input type="checkbox"/> Current Domestic Partner		_____	_____	<input type="checkbox"/> Current Domestic Partner		_____	_____
<input type="checkbox"/> Former Domestic Partner		_____	_____	<input type="checkbox"/> Former Domestic Partner		_____	_____
<input type="checkbox"/> Current Civil Union Partner		_____	_____	<input type="checkbox"/> Current Civil Union Partner		_____	_____
<input type="checkbox"/> Former Civil Union Partner		_____	_____	<input type="checkbox"/> Former Civil Union Partner		_____	_____
For Remarriage to the same spouse, or Reaffirmation of Civil Union to the same partner, enter date and place of original ceremony:				For Remarriage to the same spouse, or Reaffirmation of Civil Union to the same partner, enter date and place of original ceremony:			
<input type="checkbox"/> Marriage		Date	Place	<input type="checkbox"/> Marriage		Date	Place
<input type="checkbox"/> Civil Union		_____	_____	<input type="checkbox"/> Civil Union		_____	_____
7a. For Marriage License Applicants: Enter number of times ever Married <i>(if applicable)</i> :		7b. Name of Most Recent Spouse <i>(if any)</i> <i>(List name given at birth or on birth certificate):</i>		7a. For Marriage License Applicants: Enter number of times ever Married <i>(if applicable)</i> :		7b. Name of Most Recent Spouse <i>(if any)</i> <i>(List name given at birth or on birth certificate):</i>	
8a. For Civil Union Applicants: Enter number of times ever in a Civil Union <i>(if applicable)</i> :		8b. Name of Most Recent Civil Union Partner <i>(if any)</i> <i>(List name given at birth or on birth certificate):</i>		8a. For Civil Union Applicants: Enter number of times ever in a Civil Union <i>(if applicable)</i> :		8b. Name of Most Recent Civil Union Partner <i>(if any)</i> <i>(List name given at birth or on birth certificate):</i>	
9a. Parent's Full Name at Birth			9b. Birthplace	9a. Parent's Full Name at Birth			9b. Birthplace
10a. Parent's Full Name at Birth			10b. Birthplace	10a. Parent's Full Name at Birth			10b. Birthplace
11. Are you related to Applicant B? If "YES," how? <input type="checkbox"/> Yes <input type="checkbox"/> No				11. Are you related to Applicant A? If "YES," how? <input type="checkbox"/> Yes <input type="checkbox"/> No			
INFORMATION TO BE COMPLETED BY EITHER APPLICANT							
12. In which Incorporated Municipality in New Jersey do you intend for the ceremony to be performed? <i>(See Note 4)</i>				13. Intended Date of Ceremony		14. Telephone Number where either applicant can now be reached:	
15. Name and mailing address of person who is to perform the ceremony:				16. Mailing Address where you may be reached after the ceremony:			

(See Notes on Page 2)

Continue with Declaration of Identifying Witness and Oath.

UPON COMPLETION, APPLICATION IS TO BE RETAINED AS A PERMANENT RECORD.

DECLARATION OF IDENTIFYING WITNESS

(Giving false information constitutes perjury)

- 1. Name (First, Middle, Last):
Mailing Address (Street/PO Box):
City: State: Zip Code:
2. Have the applicants correctly stated their ages and usual residences?
3. Did the applicants make you aware of any legal impediment to their marriage / remarriage / civil union / reaffirmation of civil union?
If "Yes," explain:

OATH OR AFFIRMATION OF APPLICANTS AND IDENTIFYING WITNESS

NOTE TO REGISTRAR - Applicants and witness should be told that taking a false oath constitutes perjury, which is punishable by a maximum fine of \$7,500.00.

We, who have hereunder signed our names, do solemnly swear (or affirm) that we are not currently ruled mentally incompetent, the answers given by us in this application for a marriage, remarriage, civil union, or reaffirmation of civil union license are true, full and perfect answers to each and all of said questions.

Signature of Applicant A: Date:
Signature of Applicant B: Date:
Signature of Witness: Date:
Second Signature of Witness (if necessary): Date:

Sworn (or affirmed) and subscribed before me at
this day of , 20 at AM PM

Signature of Registrar:

REGISTRAR - DO NOT insert place and date of ceremony or file the application until either the completed certificate or copy thereof is sent to you. Follow-up on all licenses for completion.

License Number: Date of Issue:
Ceremony Performed in (City, Borough, Twp.):
Date of Ceremony:

NOTE 1. This is the permanent home and principal establishment to which, when absent, the applicant intends to return.

NOTE 2. Written consent of both parents is required for the marriage or civil union of any person under eighteen years of age. In addition, if any person is under sixteen, the consent of the parents must be approved in writing by a judge of the Superior Court, Chancery Division, Family Part. Consent of parents is required for the remarriage or reaffirmation of civil union of a minor previously married or joined in a civil union to the same partner in another state.

NOTE 3. When a remarriage or reaffirmation of civil union license is requested, indicate in Question 6 that the parties are already married or joined in a civil union. It is required that proof of the previous marriage or civil union be submitted to you. Common law marriages, which were legal prior to December 1, 1939, must be established by affidavit showing the place and date of the common law marriage

contract. The place and date of the previous marriage or civil union should be stated on both the application and the license. The seventy-two hour waiting period is waived. Consent of parents is required for the remarriage or reaffirmation of a civil union of a minor previously joined in a marriage or civil union to the same partner in another state.

NOTE 4. Municipality of residence is the municipality where applicant physically resides, not the mailing address. If both applicants are nonresidents of New Jersey, the application must be made in the municipality where the ceremony will be performed. Registrar should mark the license accordingly.

NOTE 5. The Registrar's review of a divorce decree, dissolution of Civil Union, or termination of Domestic Partnership, submitted with this application, in no way implies the validity of the submitted document. Such determination can only be made by a court of law.

APPLICANTS MUST PROVIDE THEIR SOCIAL SECURITY NUMBERS (N. J. S. 37:1-17)

Social Security Number of Applicant A
Social Security Number of Applicant B

Social Security Numbers shall be kept confidential and may only be released for child support purposes and this document shall not be considered a public record pursuant to P. L. 1963, C.73 (C.47:1A-1 et seq.).