

MARRIAGE LICENSE/CIVIL UNION IN NEW JERSEY APPLICANT'S CHECKLIST

You only apply in **Sayreville** if:

- ❑ At least one of the applicants is a resident of Sayreville
- ❑ Applicants are not residents of New Jersey but are getting married in Sayreville

How to apply:

- ❑ **First** you need to make your arrangements for your ceremony – **we do not perform the ceremonies here or set up appointments** – this needs to be done **prior** to coming in to fill out your license application
 - The application requires that you state the date of marriage, the town where the ceremony will take place, and the name and address of the officiant – have this information prior to coming in to apply.
 - Marriages and civil unions can be performed in any municipal courthouse in New Jersey or by any mayor, county clerk or minister of any religion.
- ❑ **After you have your date of marriage set**, please visit <http://www.state.nj.us/health/forms/reg-77.dot> to download, type first page only, and **PRINT** your application. Once this is done, come at least two weeks before the intended date of marriage/civil union with the following information about your ceremony:
 - Full name and address of Officiant
 - Date of Marriage
 - Municipality where ceremony is taking place

***Office hours for taking applications: 9:00 am to 2:00 pm Monday-Friday.

*****Appointment Necessary.*****

- ❑ Applicants need to bring the following information:
 - Proof of identity by presenting your driver's license, passport, or state/federal I.D.
 - Social security numbers
 - 1 witness 18 years or older. Your Officiant can not be your witness.
 - The cost is \$28.00 – please have a check made payable to the Borough of Sayreville, a credit card (Visa or Mastercard), or exact change
 - Proof of residency – acceptable documents are a driver's license, vehicle registration or insurance card, bank statement or a utility bill (within 90 days), tax return or W-2 for current or previous year
 - Any documents in a foreign language must be accompanied by a certified English translation.

Important: There is a 72 hour waiting period from the time you apply to the time you can pick up your license. You can fill out the application for your license up to 6 months before your ceremony and pick it up within 30 days of your ceremony. **Do not wait until the last minute.**

After the ceremony is performed it will be **recorded in the town the ceremony took place in** and certified copies can only be issued from that office.

Any questions call the Health Department at 732-390-7012.

For the license application, go to www.sayreville.com, under departments click Health Department