

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 ceremony appointments** – 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 www.sayreville.com under the health department to fill out the application and instructions on how to apply. Please email us at registrar@sayreville.com your application at least 3 weeks in advance.
- ❑ **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.**
- ❑ Once filled out, email the application and proof of identity for both applicants (driver's license, passport, or state/federal ID) to registrar@sayreville.com. **Do not take a picture of the application and send (pictures of id are ok).** You must download form, fill it in, save it and then send as an attachment or scan the document and send.
- ❑ Once application has been emailed, it will be reviewed and you will be notified via email a date for your appointment at 49 Dolan Street to sign the application and ~~make payment of \$28.00 via check or money order~~ **only (payment waived from 7/1/2022 to 6/30/2023).** This needs to be done with the two applicants and the one witness listed on your application.

*******Appointments are necessary.*******

Appointments generally are 8:00 am to 1:00 pm Monday-Friday.

- ❑ Applicants need to bring the following information to their appointment:
 - Proof of identity by presenting your driver's license, passport, or state/federal I.D.
 - 1 witness 18 years or older. Your Officiant can not be your witness.
 - ~~The cost is \$28.00~~ please have a check or money order made payable to the **Borough of Sayreville.** (waived from 7/1/2022 to 6/30/2023)
 - 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.
 - Please bring your own pen (black or blue) and wear a mask when entering the building.

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 Registrar's Office at 732-390-7012 between 8:00 am and 1:00 pm.

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