

## ENTERING INTO A MARRIAGE OR CIVIL UNION IN NEW JERSEY

**If you are entering into a Marriage or Civil Union in New Jersey, you will find the information below helpful. Read it carefully, if you have any questions, please contact us at 973-263-4355.**

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

The marriage or civil union licenses must be obtained from the registrar in the New Jersey municipality in which either applicant resides, if one or both is a 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 our office to set up an appointment to apply for a marriage or civil union license. Marriage or civil union applications are by APPOINTMENT ONLY. The marriage or civil union license fee is \$28.00 payable by cash or money order.

### **Who can perform a marriage or civil union ceremony?**

Each judge of the United State 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, former mayor, or chairman of any township committee or village president of this State, and every religious officiant of any religion, are 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 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 not be available on those days or any public holiday.

It is suggested to apply for a marriage or civil union license 2 weeks prior to the wedding.

**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. Marriages or Civil Unions must take place within 30 Days.**

**What should you bring with you when you apply?**

**Required documents when applying for a marriage license:**

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 driver's license, military identification, passport or state/county identification card.

1. Proof of identity by presenting your driver's license, passport or state/federal ID which must be current/ valid. **Your address on your identification must be where you currently live.** Expired identification is not valid.
2. Proof of your residency by presenting bank/utility bill, vehicle registration, or vehicle insurance card from within the last 90 days if not on photo identification.
3. A witness, 18 years of age or older, who speaks and fully understands English.
4. If the Applicants do not speak or fully understand English, they must have a translator who is not blood related accompany them. The translator must provide proof of identity as described in items #1 and #2. The witness cannot be the translator.
5. The \$28.00 application fee payable by cash or money order.
6. Have available with you the name, title, address and phone number of the person performing the ceremony.

\*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):**

- A copy of your birth certificate to establish your parents' names and related birth information.

**Where should the marriage or civil union record be filed?**

The person performing the ceremony must file the license with the Registrar of the municipality in which the ceremony was performed. Since failure to record the license may cause considerable inconvenience at a later date when proof of marriage/civil union 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.