

MARRIAGE LICENSE/ CIVIL UNION LICENSE

Requirements for Obtaining a Marriage License in Lopatcong Township, Warren County
ALL APPLICANTS MUST PROVIDE PROOF OF SOCIAL SECURITY NUMBER

*BOTH parties must be present when applying for the marriage license. **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.***

The marriage may be performed anywhere within New Jersey.

Application Requirements: (Please read carefully)

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 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 the Registrar well in advance of the ceremony to find out on what days and during what hours the Registrar will be available.

PROOF of Age and Identity *** Note – Both proof of a Social Security number and an ID must be presented at time of application***

WHAT YOU SHOULD BRING WITH YOU WHEN APPLYING:

- 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.
- Certified copy of a birth certificate, drivers license (may not be expired), military identification, passport (may not be expired), or state/county identification card (may not be expired).
- If one or both applicants are divorced, have had a previous civil union dissolved or previous domestic partnership terminated, you should bring a copy of the final legal decree (s) for examination by the Registrar or a statement by the judge as to when the final decree(s) was signed (not the date of the final hearing). If one or both of the applicants have had a marriage legally annulled, please bring the annulment documents. Both applicants will need to provide proof of their Social Security Numbers (Title 37:1-17).

- If one or more applicants were in a previous marriage, civil union or domestic partnership where the previous partner is deceased you should bring a certified copy of the death certificate.
- A witness 18 years of age or older that know both parties.
- Application fee is \$28.00
- Consent of both parents is necessary if an applicant is under 18 years of age. Both parental consent and judicial approval of such consent are necessary if the applicant is younger than 16. These consents must be on forms supplied by the Registrar.

WHEN 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 these 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 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's office with the signed original certificate and a witness to apply for a remarriage or reaffirmation of civil union license.

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
- Judge of the Superior Court or Tax Court
- Former County Court
- Former County Juvenile and Domestic Relations Court
- 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
- Chairman of any township committee or village president of this State
- Every minister of every religion

They 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).

WHERE THE MARRIAGE OR CIVIL UNION RECORD IS TO 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 Bureau of Vital Statistics and Registration.

State of New Jersey Website www.state.nj.us/health/vital/regbyenty.shtml