

# HOW TO APPLY FOR A MARRIAGE LICENSE

## Where to Apply

You can obtain a marriage license from the clerk of any county in the State of Wisconsin. If applying for the license in Milwaukee County, marriage license applications may be completed Monday through Friday, 8 am-4 pm. *By appointment Only* in the Office of the Milwaukee County Clerk, County Courthouse-Room 105, 901 North 9th Street, Milwaukee.

## Appointments to Apply for Marriage License

The County Clerk's Office issues marriage licenses at the Courthouse, Room 105, *by appointment only*. To schedule your appointment, use our Booking Calendar by clicking on the "**Schedule Appointment**" button found on our website. <https://county.milwaukee.gov/EN/County-Clerk/Marriage-License>. Appointments can be made up to 30 days prior to your wedding date. **If there are no appointments available a minimum of four (4) days before the wedding date, please call our office directly for assistance.** If you have any questions, contact our office at (414) 278-4067



*The Marriage License*, a Norman Rockwell painting, appeared on the cover of the Saturday Evening Post, June 11, 1955.

## When to Apply

A wedding date must be set prior to application. The marriage license application must be completed a minimum of four (4) days prior to the wedding date and our on-line calendar allows you to book up to 30 days prior to the wedding date. The license is valid for 60 days upon the issuance date.

## Fee

The marriage license fee is \$110.00 payable at the time of filing an application and is non-refundable. We accept cash and credit/debit cards. Note: there is a convenience fee of 3% for all credit/debit card transactions. Personal checks are not accepted.

## Who May Marry

The minimum age to marry is eighteen (18) years of age. Applicants who are 16 or 17 years of age must have both parents' consent or the consent of their legal guardian. A consent form must be completed, signed, and notarized. This form is available in the Office of the County Clerk.

No marriage shall be contracted between persons who are nearer of kin than second cousins, except that marriage may be contracted between first cousins where the female has attained the age of 55 years or either party has documented proof of sterilization.

## Marriage License Application Requirements

- The couple must apply together in person.
- Each applicant must show valid photo ID; such as, valid driver's license.
- Each applicant must bring in a [certified birth certificate](#). A certified birth certificate is one that has been issued by a government agency. Permanent resident card or naturalization paper can be accepted in lieu of the birth record.

Photocopies and documents that are torn, taped, laminated, or illegible are not acceptable. "Certificates of birth" issued by hospitals and "birth registrations" are not acceptable.

- Each applicant must show proof of residency. Acceptable forms include State issued driver's license or I.D., Utility bill, Bank statement, or lease agreement. *You do not have to be a Wisconsin resident to apply.*
- Each applicant must provide their Social Security number if they have one.
- If you were previously married, a filed copy of the final judgment of divorce, a certified divorce certificate, legal annulment, or certified death certificate that ended the last marriage must be shown at the time of application. In Wisconsin it is unlawful for any person to marry until six (6) months after the date of the granting of a judgment of divorce, regardless of where the divorce was granted.
- You must provide the name, address, and telephone number of the officiant performing the wedding ceremony.
  - Rev. Aaron R. Laskiewicz (*when applicable*)
  - St. Mary Catholic Faith Community  
9520 W. Forest Home  
Hales Corners, WI 53130
- Any document not in English must be attached to a certified and notarized translation. Both applicants must speak and be able to read English. Applicants may not translate for each other. The applicant(s) must provide a translator.

#### **When Can I Pick Up My License**

If applying in Milwaukee County, your marriage license will be given to you on the day you apply and is valid to use three days after the license is issued.