

## WISCONSIN MARRIAGE CERTIFICATE APPLICATION

**PENALTIES:** Any person who willfully and knowingly makes false application for a marriage certificate shall be fined not more than \$1,000 or imprisoned not more than 90 days, or both, per Chapter 69.24(2) Wisconsin Statutes.

<b>I. MARRIAGE INFORMATION</b>	<b>THE INFORMATION IN SECTION I IS ABOUT THE GROOM AND BRIDE NAMED ON THE MARRIAGE CERTIFICATE</b>					
	Give as much information as you can (If you are not sure about the date of marriage, give a range of dates.) List the last names of the bride and groom at the time they applied for the marriage license <b>and</b> their birth names (last names as they appear on their birth certificates), if known.					
	<b>FULL NAME OF GROOM (as it appears on the marriage certificate)</b>					
	FIRST	MIDDLE	LAST (at the time of marriage)	LAST (as it appears on groom's birth certificate, if different) ← <input type="checkbox"/> Same		
	<b>FULL NAME OF BRIDE (as it appears on the marriage certificate)</b>					
	FIRST	MIDDLE	LAST (at the time of marriage)	LAST (as it appears on bride's birth certificate, if different) ← <input type="checkbox"/> Same		
<b>CITY, VILLAGE OR TOWNSHIP OF MARRIAGE</b>		<b>COUNTY OF MARRIAGE</b>		<b>DATE OF MARRIAGE</b>		
<b>II. APPLICANT INFORMATION</b>	<b>THE INFORMATION IN SECTION II IS ABOUT THE PERSON COMPLETING THIS APPLICATION</b>					
	APPLICANT'S NAME (your name) (Please print.)				APPLICANT'S DAYTIME TELEPHONE NUMBER (      )	
	APPLICANT'S STREET ADDRESS (cannot be a P O Box) APT. NO.			MAIL TO ADDRESS (if different) APT. NO.		
	CITY/VILLAGE OR TOWNSHIP	STATE	ZIP CODE	CITY/VILLAGE OR TOWNSHIP	STATE	ZIP CODE
<b>III. RELATIONSHIP TO PERSONS NAMED ON THE CERTIFICATE</b>	According to Wisconsin Statute, a <b>CERTIFIED</b> copy of a marriage certificate is only available to a person with a "Direct and Tangible Interest." If you do not meet the criteria for boxes A – E, please refer to the information on page 2.					
	<p style="text-align: center;"><b>Check one box which indicates YOUR RELATIONSHIP to the BRIDE AND/OR GROOM NAMED on the marriage certificate.</b></p> <p><input type="checkbox"/> A. I am the <b>BRIDE OR GROOM NAMED</b> on the marriage certificate (See B if applying for a copy of your spouses' marriage certificate from a prior marriage).</p> <p><input type="checkbox"/> B. I am a <b>member of the immediate family</b> of the BRIDE AND/OR GROOM NAMED on the marriage certificate. (Only those listed below qualify as immediate family.) <i>NOTE: Grandchildren, step-parents, step-children (from another marriage) and step-brothers/step-sisters may only obtain certified copies as C – E.)</i></p> <p style="padding-left: 40px;">CHECK ONE: <input type="checkbox"/> Parent <input type="checkbox"/> Current Spouse <input type="checkbox"/> Child <input type="checkbox"/> Brother <input type="checkbox"/> Sister <input type="checkbox"/> Grandparent</p> <p><input type="checkbox"/> C. I am the <b>legal custodian or guardian</b> of the BRIDE OR GROOM NAMED on the marriage certificate.</p> <p><input type="checkbox"/> D. I am a <b>representative authorized</b>, in writing, by any of the aforementioned (A through C). The written and signed authorization must accompany this application. Specify whom you represent. _____</p> <p><input type="checkbox"/> E. I can demonstrate that the information from the above-named marriage certificate is necessary for the <b>determination or protection of a personal or property right</b> for myself/my client/my agency. Specify interest. _____</p> <p><input type="checkbox"/> F. Other: Uncertified copy only. Copy will not be valid for identification purposes. (Please refer to the information on page 2.)</p>					
<b>IV. FEES</b>	<input type="checkbox"/> Search Fee (includes one copy, if found) ..... \$ 20.00 <u>  20.00</u>					
	<input type="checkbox"/> Each additional copy of the same certificate, issued at the same time as the first copy _____ X \$ 3.00 _____ <div style="text-align: right; margin-right: 50px;">No. of Copies</div>					
<b>NOTE: FEE IS NOT REFUNDABLE IF NO CERTIFICATE IS FOUND.</b>						
<b>TOTAL</b> _____						
Make check or money order payable to: <b>REGISTER OF DEEDS</b>			Mail your application materials and fee to: <b>REGISTER OF DEEDS OFFICE / PO BOX 267 / ELLSWORTH, WI 54011</b> Be sure to include (1) completed form, (2) a copy of a photo ID for identification, (3) any additional proof or authorization required, (4) self-addressed, <b>STAMPED</b> , business-size envelope, and (5) check or money order.			
I hereby attest that the information provided on this application is correct to the best of my knowledge and belief and that I am entitled to Copies of the requested marriage certificate in accordance with the categories listed above.						
<b>SIGNATURE</b> - APPLICANT (person named in Part II who is completing this application)					<b>DATE SIGNED</b>	
OFFICE USE ONLY I.D. Verified:					Certificate Number:	
Check #			Cash	Volume:	Page:	

## What is the difference between a certified and an uncertified copy of a marriage certificate?

In Wisconsin, a **certified** copy of a marriage certificate may be issued by either the Register of Deeds office or the State Vital Records Office. It will have a raised seal and will be printed on security paper.

A certified copy of the marriage certificate is required to change your last name or obtain benefits.

State law restricts who may obtain a **certified** copy of a marriage certificate. A certified copy may be issued to:

- The bride and groom named on the certificate;
- A parent of the bride or groom named on the certificate;
- A brother or sister of the bride or groom named on the certificate;
- A child of the bride and/or groom named on the certificate;
- A grandparent of the bride or groom named on the certificate;
- A person authorized in writing by one of the above (The written and signed authorization must accompany the request and the relationship of the authorizing party to the subject of the record must be clearly explained.); or
- A person who can demonstrate that the certificate is required to determine or to protect a personal or property right.

If you do not meet one of the above criteria, you cannot receive a certified copy of a marriage certificate.

An **uncertified** copy of a marriage certificate will contain the same information as a certified copy but will be issued on plain paper without a seal. It will **not** be acceptable for legal purposes, such as reporting a name change due to marriage or claiming insurance benefits.

8/2009

I:\My Documents\website\marriageapplication09.doc