

West New York Health Department  
428 - 60<sup>th</sup> Street Room 30  
(201) 295-5070

Couples must apply for a marriage license application from

MONDAY THRU FRIDAY  
9:00 AM TO 3:00 P.M

## How to Apply for a Marriage License

### Requirements for entering into a Marriage:

For two persons to establish a Marriage in this State, it shall be necessary that they satisfy all of the following criteria:

- a. Not be a party to another civil union, domestic partnership or marriage in this State or recognized by this State;
- b. Be of the opposite sex ; and
- c. Be at least 18 years of age, except that applicants under the age of 18 may enter into a Marriage with parental consent. Applicants under the age of 16 must obtain parental consent and have the consent approved in writing by any judge of the Superior Court, Chancery Division, Family part.

### Where to apply:

1. The marriage license application is to be made in the New Jersey municipality in which either party resides and the license is valid throughout the State of New Jersey.
2. If neither applicant is a New Jersey resident, submit the application in the municipality where the marriage ceremony will be performed, the license is **only** valid in the issuing municipality.

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

1. Proof of identity by presenting your driver's license, passport or state/federal I.D.
2. Proof of your residency.
3. Your social security card, or social security number.\*
4. A witness, 18 years of age or older.
5. Cost of Marriage License is \$28. **Money Order or Bank Certified Check ONLY**  
**Payable to : W.N.Y. HEALTH DEPARTMENT**

\*Social security number is required by law for US 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):

1. A copy of your birth certificate to establish your parents' names and related birth information.
2. If you are divorced, have had a previous civil union dissolved, domestic partnership terminated or have had a civil union annulled, please bring the decree(s) or the civil annulment documents.
3. If your former spouse/civil union or domestic partner is deceased, please bring the death certificate.

**After you apply:**

There is a 72-hour waiting period before the license is issued. The waiting period begins when the application is filed with the Local Registrar. There is no 72 hour waiting period for a remarriage; however, you must bring a certified copy of your existing marriage.

The marriage license application is valid for six months from the date accepted, unless the Registrar has given prior approval to extend the validity of the application to a maximum of one year.

Only one marriage license may be granted from a marriage application. If the license expires before being used, a new application must be made and another \$28 fee remitted.

The only exception to this requirement is in the case where a civil and religious ceremony are to be performed on the same day. In this case, the Local Registrar will photocopy the marriage application, marking one "A" and one "B", and issue the corresponding marriage licenses, marking them "A" and "B" as well. One copy will be used for the religious ceremony and the other for the civil ceremony.

**Remarriage:**

For individuals who are currently in a marriage in New Jersey or are in an opposite sex marriage in another state or country there exists the option to reaffirm your relationship/vows by registering a Remarriage.

In order to apply for a Remarriage the couple must provide proof of their existing opposite sex marriage, meet the requirements for entering into a marriage in New Jersey and follow the guidelines above to completing the license application.

The process for a Remarriage License are the same as for the Marriage License, except that the Remarriage License must be accompanied by the proof of existing marriage and once the application is filed there is no 72 hour waiting period before the license is issued.

New Jersey Department of Health and Senior Services  
Bureau of Statistics and Registration  
PO Box 370  
Trenton, New Jersey 08625-0370

**ENTERING INTO A MARRIAGE OR CIVIL UNION IN NEW JERSEY  
ENTRAR EN UN CASAMIENTO O UNION CIVIL EN NUEVA JERSEY**

If you are entering into a Marriage or Civil Union in New Jersey, you will find information in this brochure which will be helpful to you. Read it carefully, if you have any questions, please contact your local Registrar of Vital Statistics. A list of local Registrars is available at: [www.nj.gov/health/vital/regbycnty.shtml](http://www.nj.gov/health/vital/regbycnty.shtml)

Si usted entra en un Casamiento o la Unión Civil en Nueva Jersey, usted encontrará información en este folleto que será útil a usted. Leer con cuidado, si usted tiene cualquier pregunta, contacta por favor a su Registrador local de la Estadística Esencial. Una lista de Registradores locales está disponible en: [www.nj.gov/health/vital/regbycnty.shtml](http://www.nj.gov/health/vital/regbycnty.shtml)

**Where should you apply for a marriage or civil union license?  
¿Dónde debe solicitar usted un casamiento o la licencia civil de la unión?**

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 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 the municipality.

**El casamiento o la licencia civil de la unión deben ser obtenidos del registrador en el municipio de Nueva Jersey en el que solicitante reside, si uno o ambos son residentes de Nueva Jersey. (Para estos fines, los soldados son residentes de los postes en que ellos son estacionados). Una licencia publicada bajo las circunstancias anteriores es buena para el uso dondequiera en el Estado de Nueva Jersey. Si ambos partidos no son residentes de Nueva Jersey, la licencia debe ser obtenida del Registrador del municipio donde la ceremonia es de ser preformado y es sólo bueno para el uso en el municipio.**

**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.**

**Un casamiento de Nueva Jersey o la licencia civil de la unión nunca pueden ser utilizados fuera del Estado de Nueva Jersey y una licencia publicados en otro estado nunca puede ser utilizado dentro del Estado de Nueva 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 in the office. **The marriage or civil union license fee is \$28.00**

**Esté seguro contactar al Registrador bien en avance de la ceremonia para averiguar en qué días y durante qué horas que el Registrador estará en la oficina. El casamiento o Unión Civil licencia honorario son \$28.00**

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

**¿Quién puede realizar un casamiento o la ceremonia civil de la unión?**

Each judge of the United States Court of Appeals for the Third Circuit, each judge of a Federal District Court, United States magistrate, judge of Municipal Court, judge of Superior Court, Judge of 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, or Chairman of any township committee or village president of this State and every minister of every religion, are hereby authorized to solemnize marriages or civil unions between such persons 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).

**Cada juez de la Audiencia de Estados Unidos para el Tercer Circuito, cada juez de un Tribunal de distrito Federal, magistrado de Estados Unidos, el juez del Tribunal Municipal, el juez del Tribunal Superior, el Juez de Tasa el Tribunal, el Joven anterior de Condado y Tribunal Doméstico de Relaciones, o el Tribunal de distrito anterior de Condado que ha renunciado en la posición buena, sustituto de cualquier condado, de empleado de condado y cualquier Alcalde o del Alcalde de Diputado cuando autorizado por el Alcalde, o por el Presidente de cualquier comité de municipio o presidente de aldea de este Estado y cada ministro de cada religión, Por la presente son autorizados a solemnizar los casamientos o las uniones civiles entre tales personas pueden entrar lícitamente en la relación matrimonial o la unión civil; y cada sociedad religiosa, la institución o la organización en este Estado pueden unir juntos en casamiento o unión civil tales personas según las reglas y la aduana de la sociedad, la institución o la organización. (Title 37:1-13).**

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

**¿Cuándo debe solicitar usted un casamiento o la licencia civil de la unión?**

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 those days or any public holiday. If both parties are unavailable to complete the application at the same time, wither 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.

**Un Registrador local no publicará un casamiento ni la licencia civil de la unión más pronto que 72 horas después de que la aplicación para una licencia haya sido hecha, a menos que ordenara hacer así vía un mandato judicial Superior. Si la ceremonia es planificada para un el sábado o el domingo, la aplicación debe ser hecha no luego que el el martes. Si la aplicación es hecha en un el miércoles o el jueves, las 72 horas terminarán el sábado o el domingo, pero el Registrador probablemente no estarán disponibles en esos días o ninguna fiestas oficiales. Si ambos partidos están indisponibles completar la aplicación al mismo tiempo, marchita a solicitante puede completar su parte de la aplicación y empezar el período que espera. El otro solicitante debe volver con el mismo testigo (que debe ser por lo menos de 18 años de edad) completar su parte de la aplicación.**

**The application should be completed for both parties before the license will be published. The application is valid for six months of the date filed.**

**La aplicación debe ser completada por ambos partidos antes la licencia será publicada. La aplicación es valido por seis meses de la fecha archivada.**

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 a license for both ceremonies on the basis of a single application. However, a couple wishing 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 with the signed original certificate and a witness to apply for a remarriage or reaffirmation of civil union license.

**Una vez que la licencia es publicada, es bueno durante 30 días de la fecha de emisión. Una pareja que desea tener ambas ceremonias religiosas y civiles pueden ser publicadas una licencia para ambas ceremonias por una sola aplicación. Sin embargo, una pareja que desea dos ceremonias religiosas y queriendo tener un registro público de cada no puede tener dos licencias a mismo tiempo. Ellos deben solicitar y utilizar la primera licencia. Ellos deben volver al Registrador con el certificado original firmado y un testigo para solicitar el segundo casamiento o la reiteración de la licencia unión civil**

**What should you bring with you when you apply?  
¿Qué debe traer con usted cuando usted aplica?**

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 certified copy of a birth certificate, driver's license, military identification, passport or state/county identification card.

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 their Social Security Numbers (Title 37:1-17)

If one or both 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.

The \$28 application fee.

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 then 16. These consents must be on forms supplied by the Registrar.

**Cada solicitante debe suministrar identificación válida que establece el nombre, la edad, la fecha del nacimiento y la prueba de la residencia. Esto puede ser suministrado por uno o más documentos publicados por una agencia del gobierno, tal como una copia certificada de un certificado de nacimiento, el licencia de conducir, identificación militar, el pasaporte o tarjeta de identificación de estado/condado.**

**Si uno o ambos solicitantes son divorciados, han tenido una unión civil previa la asociación disuelta o previa doméstica pareja terminada; usted debe traer una copia del final legal para el examen por el Registrador o una declaración por el juez en cuanto a cuando el final fue firmado (no la fecha de la vista final). Si uno o ambos de los solicitantes han tenido un casamiento legalmente anulado, trae por favor los documentos de anulación. Ambos solicitantes necesitarán Números del seguro social**

**Si uno o ambos solicitantes estuvieron en un casamiento previo, la unión civil o la asociación doméstica donde el socio previo es fallecido usted debe traer una copia certificada del certificado de defunción.**

**Un testigo 18 años de la edad o más viejo.**

**El pago de \$28 para la aplicación.**

**El consentimiento de ambos padres es necesario si un solicitante está bajo 18 años de la edad. Ambos consentimiento paternal y la aprobación judicial de tal consentimiento son necesarios si el solicitante es más joven entonces 16. Estos consentimientos deben estar en formas suministradas por el Registrador.**

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

**¿Dónde deben registrar el casamiento o unión civil son archivados?**

The person performing the ceremony must file the license and certificate with the Registrar of the municipality in which the ceremony was preformed. 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.

**La persona que realiza la ceremonia debe archivar la licencia y el certificado con el Registrador del municipio en el que la ceremonia fue preformado. Desde que el fracaso para registrar el certificado puede causar el inconveniente en una fecha posterior cuándo prueba de certificado es necesitada, usted debe cerciorarse que esto ha sido hecho.**

**Las copias certificadas del casamiento o el acontecimiento civil unión pueden ser obtenidas del Registrador local en el municipio donde la ceremonia ocurrió o de la Oficina del Estado de la Estadística y la Matrícula Esenciales**