



REQUEST FOR CERTIFIED COPY OF A MARRIAGE LICENSE AND APPLICATION FILED IN MARION COUNTY, INDIANA

Please complete the following:

Applicant 1's Name: _____

Applicant 2's Name: _____

Date of Marriage: _____

Marriage License Number*: _____

*You can retrieve this number by using the free search at <http://www.biz.indygov.org/apps/civil/marriage/>

I would like to request certified copies of the following (indicate number of copies in each box):

Marriage License @ \$4.00 each

Marriage Application @ \$4.00 each

Your contact information:

Name: _____

Full Address: _____

Phone: _____ Email: _____

REQUEST BY MAIL

Complete and return this form along with a self-addressed stamped envelope and \$4.00 for each copy of your marriage license or marriage application (either send cash or money order) and mail

to: Marion County Clerk's Office
Marriage License Division
200 E. Washington Street, Room W-122
Indianapolis, Indiana 46204-3381

Copies of your Marion County marriage records are returned by mail as quickly as possible. However, requests for marriage records prior to June 1990 do take longer to process as they are kept on microfilm and take additional time to research. For quicker results, provide as much information as you can. Any records prior to June 1990 can be requested at our records facility at 1330 Madison Avenue, Indianapolis, IN 46225.

REQUEST IN PERSON

If you prefer to pick up your certified copy (copies) in person, complete this form and bring it to the Clerk's office during regular business hours (8 a.m. to 4 p.m. Monday through Friday, excluding holidays). Be prepared to pay for your copies with cash or a credit/debit card. (There is a nominal fee to use a debit/credit card.)

IMPORTANT NOTE ABOUT NAME CHANGES:

If you plan to change your name with the **Social Security Administration**, you must provide them with a certified copy of your marriage license. For more information, visit www.ssa.gov.