



**State of Florida  
Department of Health - Office of Vital Statistics**

**APPLICATION FOR A MARRIAGE RECORD FOR LICENSES ISSUED IN FLORIDA**

**SECTION A – REGISTRANT INFORMATION.** Provide as much information as known. Asterisk (\*) items are **REQUIRED** fields

*NAME OF SPOUSE	FIRST	MIDDLE	LAST	MAIDEN, IF DIFFERENT	SUFFIX
*NAME OF SPOUSE	FIRST	MIDDLE	LAST	MAIDEN, IF DIFFERENT	SUFFIX
*DATE OF MARRIAGE	MONTH	DAY	YEAR (4-DIGIT)	INDICATE ADDITIONAL YEARS TO BE SEARCHED	STATE FILE NUMBER (if known)
PLACE OF MARRIAGE	CITY OR TOWN			COUNTY	
PLACE LICENSE WAS ISSUED	CITY OR TOWN			COUNTY	

**CORRECTED or AMENDED** To your knowledge, has the Clerk of Court corrected/amended an item on this Marriage Record and forwarded the newly corrected Record to the Office of Vital Statistics?  Yes  No

**SECTION B – FEES & PAYMENT** A RECORD SEARCH REQUIRES ADVANCE PAYMENT OF A **NON-REFUNDABLE** SEARCH FEE OF \$5.00.

The \$5.00 fee entitles the applicant to one Certification of Marriage (June 1927 to present) or if a record is not found, a certified "Not Found" statement will be issued.

- The Certification of Marriage is recognized and accepted by **ALL** State and Federal Agencies.

\$5.00	X	1	=	\$5.00
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**Additional Computer Certifications:**

\$4.00 for each subsequent Certification

\$4.00	X		=	\$
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**Additional Years to be Searched:**

\$2.00 for each additional year. The maximum additional year search fee is \$ 50.00 regardless of the total number of years to be searched. (Indicate the **range of years** to be searched in the 2<sup>nd</sup> Box.)

\$2.00	X		=	\$
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**RUSH ORDERS** (Optional): RUSH Fees are an additional \$10.00. For processing times, see reverse side of this form. Check here for RUSH Order  \$

**TOTAL AMOUNT ENCLOSED:** Check or Money Order Payable to: Vital Statistics. (DO NOT SEND CASH) International payments should be made by Cashiers Check or Money Order in U. S. Dollars. Florida Law imposes an additional service charge of \$15.00 for dishonored checks.

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**SECTION C – APPLICANT/MAILING INFORMATION**

Any person who willfully and knowingly provides any false information on a certificate, record or report required by Chapter 382, Florida Statutes, or on any application or affidavit, or who obtains confidential information from any Vital Record under false or fraudulent purposes, commits a felony of the third degree, punishable as provided in Chapter 775, Florida Statutes.

Applicant's Name TYPE OR PRINT	FIRST	MIDDLE	LAST (INCLUDING ANY SUFFIX)	
DELIVERY ADDRESS (INCLUDE APT. NO., IF APPLICABLE)	CITY		STATE	ZIP CODE
HOME PHONE NUMBER ( )	RELATIONSHIP TO REGISTRANT		SIGNATURE OF APPLICANT	
WORK PHONE NUMBER ( )				
IF ATTORNEY, PROVIDE BAR/PROFESSIONAL LICENSE NO.	IF ATTORNEY, PROVIDE NAME OF PERSON YOU REPRESENT AND THEIR RELATIONSHIP TO REGISTRANT			

IF THE CERTIFICATION IS TO BE MAILED TO ANOTHER PERSON OR ADDRESS USE THE SPACES BELOW TO SPECIFY SHIP TO NAME AND ADDRESS.

SHIP TO NAME TYPE OR PRINT	FIRST	MIDDLE	LAST (INCLUDING ANY SUFFIX)	
HOME PHONE NUMBER ( )	SHIP TO STREET ADDRESS (AND APT. NO. IF APPLICABLE)			
WORK PHONE NUMBER ( )	CITY		STATE	ZIP CODE

# INFORMATION AND INSTRUCTIONS FOR A MARRIAGE RECORD FOR LICENSES ISSUED IN FLORIDA

**CERTIFICATION:** A Certification of Marriage from **June 1927 to present** that has been recorded by the Clerk of Court. This certification is accepted by all State and Federal Agencies and used as evidence that a divorce was finalized and recorded.

**AVAILABILITY:** After the ceremony, the Marriage License is returned to the Clerk of the Court to be filed and recorded. The Clerk will forward the original license to this office for permanent filing. If the date of Marriage is current, it generally takes up to 60 days to be received by this office from the Clerk of the Court. If the current marriage ceremony is less than sixty days from the date of this application and evidence of the marriage is required, contact the county Clerk of the Court where the Marriage License was issued. Any marriages prior to June 6, 1927 are obtainable from the Clerk of Court in the county where the marriage license was issued. Clerk of Court website: [www.flclerks.com](http://www.flclerks.com).

**DATE OF MARRIAGE NOT KNOWN:** If date of marriage is unknown, the entire year specified will be searched. If the year is unknown and more than one year is to be searched, specify the span of years to be searched (Example: 1990 to present) and pay \$2.00 for each additional year to be searched.

**ELIGIBILITY:** Marriage Records are Public Record. No identification is required unless the bride, groom, or spouse is requesting their own Social Security Number. If this personal information is requested, one of the following forms of identification must be included: **Driver's License, State Identification Card, Passport** and/or **Military Identification Card**.

**RELATIONSHIP TO REGISTRANT:** A person ordering his or her own certificate should enter "SELF" in this space. Also explain if name has been changed; married name, name changed legally (when and where), etc.

**APPLICANT'S SIGNATURE:** Complete bottom portion of the front of this application; if requesting own SSN be issued as part of the certification, signature is required in addition to the other information.

**PROCESSING TIME:** Normal response time (once the record is filed and registered) in our office is 4-6 business days; however the processing time can exceed this timeframe.

## **OPTIONS FOR RUSH SERVICE:**

- **CREDIT CARDS:** The state office currently does not accept credit cards but there is a private firm that accepts such charges and transfers the order to Vital Statistics for a fee of \$7.00 plus a \$10.00 Rush Fee charged by the State Office. Telephone 1-877-550-7330 or fax the request to the private firm at 1-877-550-7428. For questions, please call the Office of Vital Statistics at (904) 359-6900, ext. 9006 and our Customer Services personnel will be able to assist you. Orders received by 1:30 will be mailed the same day (assuming no discrepancies in the order); orders received after 1:30 will be mailed the following day. Special delivery services, if elected, can be arranged with the contracted vendor for an additional fee.
- **MAIL IN:** Orders marked RUSH with additional \$10 rush fee included will be processed before normal processing as indicated above.
- **WALK-IN SERVICE:** Is available at **1217 North Pearl Street**. Orders prepaid before noon may be picked up after 3:30p.m the same day. Orders prepaid after noon may be picked up after 10:00 a.m. the next business day.

**FEES ARE NONREFUNDABLE:** Fees are nonrefundable, except fees paid for additional copies when no record is found. These are refunded on written request.

## **MAIL THIS APPLICATION WITH PAYMENT TO:**

**DEPARTMENT OF HEALTH  
OFFICE OF VITAL STATISTICS  
ATTN: VITAL RECORDS SECTION  
P.O. BOX 210,  
Jacksonville, FL 32231-0042**  
(Street Address: 1217 North Pearl Street, Jacksonville, Florida, 32202)

## **PLEASE VISIT OUR WEBSITE:**

[www.Floridahealth.gov](http://www.Floridahealth.gov)