

HOW TO APPLY FOR MARRIAGE AND CIVIL UNION LICENSES

WHERE TO APPLY FOR YOUR MARRIAGE LICENSE

The license application is to be made in the New Jersey municipality in which either party resides.

If neither person lives in New Jersey, then the couple must apply in the town in New Jersey where the ceremony will take place.

WHAT TO BRING WHEN YOU APPLY

- Proof of identity by presenting your driver's license, passport or state/federal I.D.
- Proof of residency only if a NJ resident
- Social Security number*
- A witness, 18 years of age or older (witness must also bring I.D.)
- The \$28 application fee (cash or credit card)

*Your 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

The Registrar has Marriage/Civil Union Application Forms in the office as well as on the website. The application form can be brought in already completed however, **DO NOT** sign the application form ahead of time. It must be signed, under oath, in the presence of the Registrar.

There is a minimum **72- hour waiting period** before a license can be issued. Once issued, the license must be used within 30 days of the pickup date and is only valid within the State of New Jersey.

The Office Hours of the Registrar of Vital Statistics in the Clerk's Office are as follows:

Monday	8:00 AM to 7:00 PM
Tuesday through Thursday	8:00 AM to 4:30 PM
Friday	CLOSED

If you apply for a marriage license on **Monday AFTER 4:30 PM**, you **WILL NOT** be able to pick up your license until the following Monday.

Please contact the Mount Holly Registrar of Vital Statistics at 609-845-1100 X-303 with any further questions or concerns.