

APPLICATION CHECKLIST

- _____ Certified Birth Certificate with raised seal issued from County or State. (*Not a Hospital Certificate or State Notification of Birth Registration.*)
- _____ Photo IDs
- _____ Proof of Residency for both applicants
- _____ Social Security Numbers
- _____ Last Previous Marriage - Death Certificate, Findings & Conclusions of Final Divorce Judgment or State Annulment signed by a judge
- _____ Date of Wedding, County and City, Village or Township in which the marriage will occur
- _____ Officiant's name, address & phone number
- _____ Correct spelling of parents' legal names: First, Middle and Last (*maiden name for mother*)
- _____ Parental Consent Form - if under 18 years of age
- _____ *\$75 Application Fee (Check or Cash only)
- _____ *\$25 waiver fee (in addition to Application fee) if license is applied for 0-5 days prior to wedding date (provided only under special circumstances)

Certified Documents from the Register of Deeds: Birth Certificates, Death Certificates and Marriage Certificates are available from the county where the event occurred.

Divorce Judgments from the Clerk of Courts: Copies of final Divorce Judgments are available from the county where the event occurred.

Information Regarding MARRIAGE LICENSES

**Jill M. Lau
County Clerk
Door County**

To Contact Us for Appointments

**Phone: (920) 746-2200 or
(920) 746-2201**

**Email: countyclerk@co.door.wi.us
Website: www.co.door.wi.gov**



Door County Judge:

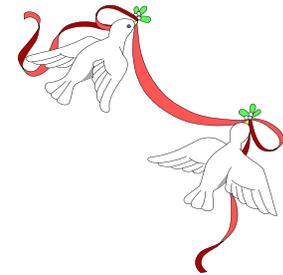
Judge D. Todd Ehlers.....(920) 746-2204

Door County Court Commissioners:

**Atty. Randall Nesbitt.....(920) 743-6505
Atty. Trudy Toft.....(920) 743-9231
Atty. Nina Martell.....(920) 746-4475
Jennifer Moeller.....(920) 746-2482**

**DOOR COUNTY
WISCONSIN**

MARRIAGE LICENSE INFORMATION



**JILL M. LAU
COUNTY CLERK
421 Nebraska Street
Sturgeon Bay, WI 54235
(920) 746-2200**

WHERE TO APPLY - (by appointment)

Wisconsin residents must apply in the county where one or both parties has resided for at least 30 days, no matter where you wish to get married in Wisconsin.

Out-of-State applicants must apply in the Wisconsin County where the ceremony will be held.

Both must show proof of residency at time of application.

DOOR COUNTY

Door County Clerks Office (Rm A113)
Government Center - Lobby Level
421 Nebraska Street, Sturgeon Bay
920-746-2200

Marriage Licenses applications are taken WEEKDAYS, **BY APPOINTMENT**, from 8a.m.-11:30a.m. and 1:00 p.m.-4p.m. on the half hour.

The marriage license application process takes approximately 20-30 minutes to complete.

WHEN TO APPLY

Application must be made at least **5 FULL DAYS** before ceremony since a 5-day waiting period is required before license can be issued (issued on 6th day, closed weekends and Holidays) and within 30 days from wedding date. **License is only valid for 30 days from issuance date.**

Special Dispensation: *A 5-day waiting period is required by law, but under special dispensation may be waived for an additional \$25.00 fee.*

*FEES:

*\$75.00- Marriage License fee

*\$25.00 - Waiver fee to waive the waiting period due to special circumstances.

AGE:

Any person who has attained the age of 18 years may marry. If a person is between the ages of 16 and 18 years, the license will be issued only with written consent of parents, guardian or custodian. Parents must be present in County Clerk's Office to fill out consent forms.

PERSONS WHO MAY NOT MARRY:

- Blood relatives who are nearer of kin than second cousin, except when the female is 55 years of age or older, or proof of sterility is provided.
- Persons who are incompetent.
- A person under the age of 16.
- Persons who have not been divorced for more than six months, whether the divorce was granted in Wisconsin or elsewhere.

CEREMONY:

OFFICIALS: Judges of court of record, Ordained Ministers, Priests, and Family Court Commissioners may perform the ceremony.

WITNESSES: Two witnesses, age 18 or over, are required in addition to the person officiating, but do not have to be in the wedding party.

VALIDITY

Non-Residents: Marriage in Wisconsin of non-residents who are prohibited from marrying in the state of their residence is null and void.

Out-of-State: Marriage of Wisconsin residents in another state is null and void if such marriage would be prohibited in Wisconsin

REQUIREMENTS:

- Both applicants must apply, together, in person.
- Applicants must present a **CERTIFIED** copy of their **birth certificate**, with a **raised seal** affixed by the Register of Deeds. [S.S. 765.09(3)] If the Birth Certificate is in a foreign language, it must be translated in English and certified by a translator – No Exceptions.
*(Hospital Birth Certificates and State Notification of Birth Registration are **NOT** acceptable; they are not legal documents).*
- If previously married, present signed copies of judgment of divorce, court annulment papers, or death certificate, *in English*, from last marriage. Divorce must be final a minimum of 6 months.
- Name, address & phone number of officiant, date and location of ceremony. *(If using a judge, the judge must be from Wisconsin)*
- Social Security Number. (You MUST provide a Social Security number if you have been assigned one. We cannot issue Marriage License without number)
- Documentary proof of identification. Each party must present photo identification (*driver's license, passport, alien card, school ID, etc.*)
- Documentary proof of Residence. Each party must present documentation showing a current address for proof of residency (*drivers license, rent receipt, bank statement, utility bill, etc. Must be over 30 days old*).

Without the required information, a marriage license will not be issued.