

MARRIAGE REQUIREMENTS:

The marriage application is available online at: courts.in.gov/marriage or you can use the public access computers in the Clerk's Library Room 219.

A marriage license will only be issued between 7:30 a.m. and 3:45 p.m. Monday through Friday.

Please fill out the requested information either on-line or in the clerk's library (closes at 4:00) and submit the information. Groom should be Applicant #1 – Bride should be Applicant #2.

Both applicants must apply together and in person to complete the process.

Each applicant must bring one of the following types of ID: (IC 31-11-11-1 - A person who knowingly furnishes false information (verbal or written) to a clerk of the court when applying for a marriage license under IC 31-11-4 commits a Level 6 Felony.)

- Valid, active, state-issued ID or Driver's License with current address
- Certified birth certificate – foreign birth certificate is acceptable if it is translated to English by a professional or facility **and** certified/sealed. See translator instructions and form.
- Valid, active, US Passport. Foreign accepted **only** if the entire passport is printed in English.

The marriage license is valid for **60 days**. A marriage ceremony must be performed within 60 days of applying. The marriage license must be returned to the Clerk's office within **30 days** to be recorded. After the completed license from the ceremony is received in our office, legal certified copies of the license will be available and may be picked up in our office (Room 216) for \$2.00 per certified copy.

If one or both of the applicants live in Vanderburgh County, the fee is \$18.00 for the license.

If neither applicant lives in Vanderburgh County, the license must be obtained in the county of residence.

If both applicants live out of state and wish to be married in Vanderburgh County, the license fee is \$60.00.

Applicants must know the following to apply:

- Number of previous marriages, month/day/year and reason the last marriage ended (death, divorce, annulment). We do not need a copy.
- Names and date of birth for all dependent children under the age of 21
- Both applicants' parents place of birth, current address, and mother's maiden name
- Highest grade/level of school completed

To Apply for a Marriage License Online:

Go to: courts.in.gov/marriage

Scroll to bottom of page, click "[START YOUR APPLICATION](#)"

Scroll to bottom of page, click "[GET STARTED](#)"

Enter both parties' information – Groom (**applicant 1**) Bride (**applicant 2**), click "[SAVE & CONTINUE](#)" at the bottom of each page.

Click, "[SUBMIT](#)". Do not print the confirmation page.

Report to Marriage License desk in Room 216 of the courthouse between 7:30 a.m. – 3:45 p.m. Monday through Friday.

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