



# SANDYSTON TOWNSHIP

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[www.sandystontownship.com](http://www.sandystontownship.com)

## *Congratulations on your upcoming wedding!*

In the State of New Jersey, residents apply for a marriage license **in the municipality which they reside** as determined by a **VALID** driver's license and utility bills which are in their name.

**Non-residents** apply for the marriage license in the municipality in which they intend to be married, and it is **only valid** in that municipality. You must bring **VAID** identification with you to file for your marriage application.

### What do you need to apply?

#### **Required documents when applying for a marriage license**

- Proof of identity by presenting your driver's license, passport or state/federal I.D.
- Proof of residency by one applicant if a NJ resident
- Social Security number\*
- A witness, 18 years of age or older
- The \$28 application fee

\* 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.

Information may be found on the State of New Jersey Vital Statistics website:

<https://www.nj.gov/health/vital/registration-vital/marriage-licenses/#4>

Information regarding marriage and obtaining Certified Copies may be found on Sandyston Township website:

<https://www.sandystontownship.com/clerk-page-list/355-marriage-civil-union-applications>

### **CERTIFIED COPIES**

For marriages that have taken place in Sandyston, your marriage certificate is filed in Sandyston Township. Please use the attached application for certified copies (OPRA Requests cannot be submitted for Certified Copies). You may deliver this request in person, drop off in municipal drop box or through the mail. Certified copies are \$5.00 per copy, payable by cash, check or money order to "Sandyston Township". Please provide form, copy of photo ID, and payment.

**Important:** You must identify the record fully by filling out the aforementioned certified copy application in full, provide your ID, and fee. Upon receipt, the Registrar will research your request and provide you either with the certified copies requested OR return your request with a letter stating the requested information was not found.

**Important:** The Registrar is not permitted, by the direction of the State of NJ, Vital Statistics, to confirm or provide information on marriage license applications or filed certificates with the municipality. The Registrar will not discuss requests for information over the phone.

### **Certified Copies of Marriage**

Certified Copies of your marriage must be obtained in the municipality where the couple was married.

- Proof of identity must be provided.
- The fee is \$5.00 per certified copy payable in the form of cash, check ("Sandyston Township") or money order.