

## **REQUIREMENTS FOR A Marriage/Civil Union/Domestic Partnership**

***WE ACCEPT Marriage/Civil Union/Domestic Partnership***

***APPLICATIONS MONDAY-FRIDAY***

***BETWEEN 9:00 AM AND 3:00 PM***

The cost of the Marriage/Civil Union/Domestic Partnership is \$28.00 in cash or 2 separate checks  
1-\$25.00      1-\$3.00.

### **Documents needed for Application of Marriage/Civil Union/Domestic Partnership**

1. Valid ID reflecting current address
  - a. Un-expired Driver License
  - b. Un-expired Motor Vehicle issued ID
  - c. Un-expired County ID
  - d. Un-expired Passport along with a Utility bill mailed within the last three months

#### **2. Birth Certificates**

3. If either person was in a Marriage/Civil Union/Domestic partnership you need to show the Documents that dissolved the Marriage/Civil Union/Domestic Partnership. (**Death certificate** or **Divorce Decree** with file date docket number and Judge's signature)

4. Domestic Partnership applicants – Proof of joint financial arrangements or joint ownership of real or personal property;

Other acceptable forms are: Non Expired Passport, Social Security Card -\*Your social security number is required by law and will be kept confidential. Either Partners Identification ***MUST*** Reflect a Berkeley Township Address for civil unions and marriages. If the applicants have recently moved a recent (mailed within the past three months) utility bill can be used for proof of residence.

### **For Marriage and Civil Unions Only**

1. For Marriage and Civil Union applications both partners and one witness over the age of 18 (that knows both of you) must appear before the Registrar. **NOTE: 2 witnesses are required at the marriage/civil union ceremony.**
2. File for the license in the town where either partner is a resident.
  - a. If either Partner are not residents of the state of New Jersey, then you file in the town where the marriage is taking place. The license is then valid in that municipality only.
3. There is **a 72 hour waiting period (3 days)**, from the time you make application for the marriage license until the time you can pick up the license. We can hold the license for up to 6 months without issuing it. Please keep in mind that once the License is issued it will expire 30 days after the issuance. So your ceremony must take place within 30 days of the issuance of the license.
4. Any person **UNDER THE AGE OF 18** needs parental consent papers signed by both parents and those signatures have to be witnessed by two people who know them. If under the age of 16, the parental consent must be signed by both parents and a judge.
8. No license will be released from this office without the following information:
  - a. The intended date of the wedding.
  - b. The name and address of the person performing the ceremony.
  - c. The town where the wedding is to take place.

The application can be viewed at the following website:

[http://www.state.nj.us/health/vital/marriage\\_apply.shtml](http://www.state.nj.us/health/vital/marriage_apply.shtml)

Please keep in mind if you do fill out the online application

1. The bride is applicant "B" for a marriage application
2. The second Page has to be filled out and signed at the Registrar's office.

Over 

**CERTIFIED COPIES OF THE MARRIAGE LICENSE ARE AVAILABLE FROM THE REGISTRAR (*for a fee*)  
IN THE TOWN WHERE THE CEREMONY TOOK PLACE or where the Domestic Partnership was filed.**

**Domestic Partnership Only:**

Same sex or opposite sex couples who are both 62 years of age or older (**Documentation Requirements as stated above**)

**Couples must:**

- Share a common residence in New Jersey or any other jurisdiction provided that at least one of the applicants is a member of a New Jersey State-administered retirement system;
- Both persons are jointly responsible for each other's common welfare as evidenced by joint financial arrangements or joint ownership of real or personal property;
- Both persons agree to be jointly responsible for each other's basic living expenses during the domestic partnership;
- Not be party to a marriage or civil union recognized by New Jersey law or a member of a domestic partnership with another individual;
- Not be related to each other by blood or affinity up to and including the fourth degree of consanguinity (simply stated, individuals who are first cousins or more distantly related);
- Chose to share each other's lives in a committed relationship of mutual caring; Not have legally terminated another domestic partnership within the last 180 days. (This prohibition does not apply when the previous partnership ended due to the death of the other partner).