

Marriage License Certified Copy Request Form

Meredith Place, Kalamazoo County Clerk | 201 W Kalamazoo Ave., Kalamazoo, MI 49007
269-383-8840 | www.kalcounty.com/clerk

If you need a CERTIFIED COPY of your marriage license to take care of personal matters, such as Driver's License, Social Security or Insurance, you may request a certified copy from the Clerk's Office following the ceremony and pay the appropriate fees outlined below.

Marriage Record Fees: \$15.00 first copy, \$5.00 each additional copy of same record.

REQUESTOR'S INFORMATION

PRINT LEGIBLY

Name: _____ Day Phone Number: _____

Address: _____ City, State Zip: _____

Signature: _____ Email: _____

(Must be signed to process request)

MARRIAGE RECORDS

Number of copies requested:

Spouse 1 – Name on Record (Prior to this Marriage): _____
First Middle Last Name at time of application

Spouse 2 – Name on Record (Prior to this Marriage): _____
First Middle Last Name at time of application

Date of Marriage: _____
(MM/DD/YYYY)

PAYMENT / SHIPPING INFORMATION

Costs (from above) \$ _____

\$15 for first copy, \$5 each additional copy of same record

SHIPPING: (order is mailed to requestor's address)

USPS Express Mail: \$40.00 (U.S. only) Regular mail: FREE

TOTAL COST: \$ _____

Check payable to **Kalamazoo County Clerk** or Money Order **No cash please**

If paying by credit card, please enter information below:

Card Name: _____ Card Number: _____

Expiration Date: _____ Security Code: _____ Billing Zip Code: _____
(MM/YYYY)

Signature: _____

*With your signature, you are authorizing any applicable card service fee and agreeing to abide by your cardholder agreement

Please mail completed form to Kalamazoo County Clerk, 201 W Kalamazoo Ave., Kalamazoo, MI 49007 OR you can order your certified copy **online** at <https://www.kalcounty.com/clerk/>