

How to apply for and obtain a Marriage License

Residential requirement: If the applicants reside in the State of Ohio, ONE of the applicants MUST be a resident of Morrow County.

Only **OUT OF STATE** residents having the marriage performed in Morrow County may apply at the Morrow County Probate Court.

Required Documentation

- VALID State Issued photo ID
- If either applicant's present address is NOT the address appearing on the state issued ID, please provide the Court with a piece of current mail showing the present address (both applicants must show proof of their current address).
- If either applicant was previously married and the marriage ended by Divorce/Dissolution, a CERTIFIED copy of your most recent Divorce/Dissolution decree must be presented to the Court. If either applicant has been previously married and that marriage ended as a result of a death of a spouse, a CERTIFIED copy of the death certificate of the deceased spouse must be presented to the Court.
- If either applicant was married multiple times, each applicant will be required to disclose the prior spouses' name (prior to marriage), decree date marriage ended or date of death, case number, how marriage ended (death/divorce/dissolution), county and state issued for **ALL** prior marriages.

The following are requirements for EVERY applicant who wants to obtain a Marriage License from our Court:

- If one applicant is a resident of Morrow County, you may apply in Morrow County for your marriage license. Your actual marriage may occur anywhere in the **STATE OF OHIO**.
- If NEITHER applicant is a resident of the state of OHIO you must apply for your license in the **COUNTY** you will be getting married in.

- If neither applicant is a resident of Morrow County, But you live in Ohio, You are required to apply in the county you reside. The Marriage license will be good for anywhere in the state of Ohio.
- Each applicant must be eighteen (18) years of age or older.
 - Note: If either applicant is age seventeen (17), the minor may only be issued a marriage license with the consent of the Juvenile Court and following a 14 day wait after the filing of the Juvenile Court order of consent. The 17 year old may not marry an individual more than 4 years, to the day, older than the 17 year old. A minor less than 17 years old may not marry in Ohio. At the time of the filing of an application, a minor must verify having received at least 3 hours of marriage counseling.
- BOTH applicants are required to appear together to apply.
- VALID State Issued photo ID
- If either applicant's present address is NOT the address appearing on the state issued ID, please provide the Court with a piece of current mail showing the present address (both applicants must show proof of their current address).
- If either applicant was previously married and the marriage ended by Divorce/Dissolution, a CERTIFIED copy of your most recent Divorce/Dissolution decree must be presented to the Court. If either applicant has been previously married and that marriage ended as a result of a death of a spouse, a CERTIFIED copy of the death certificate of the deceased spouse must be presented to the Court.
- The marriage license is valid when issued and there is no required waiting period between the issuance and the marriage ceremony.
- An ordained or licensed minister of any religious society or congregation within this state, may perform a marriage within this state if, prior to the ceremony, that individual is also licensed by the state of Ohio to perform marriages. The license to perform marriages is obtained through the office of the Ohio Secretary of State. It is HIGHLY recommended that you check the individual's licensure to perform marriages by calling 877-767-6446 or visit <http://www.sos.state.oh.us>.

- A marriage license must be used within 60 days of issuance or it becomes void.
- To avoid complications, it is recommended that the Application for a marriage between adults be obtained approximately two (2) weeks prior to the intended marriage date.

Addition Information:

- No blood tests or witnesses are required in the state of Ohio.
- The cost is \$44.00 cash/check/money order ONLY. NO CREDIT CARDS ACCEPTED.
- If you do not use your marriage license (i.e. get married) within 60 days, the marriage license is null and void.
- The Probate Court is located at 48 East High Street, 3RD Fl, Mount Gilead, OH 43338
- Applicants may complete the marriage license application Monday – Friday between the hours of 8:00 am to 4:00 pm. Please note: the Court & building CLOSE at 4:00 pm. Please arrive with ample time to complete the process.

***Please Note:** Our Court administers oaths, provides certifications and/or seals only for applications for marriage licenses issued by our Court. Our Court does not process, assist with, or participate in the issuance of marriage license applications for other jurisdictions.*

How can I get a copy of my Marriage License?

- If you mail in a request, please include:
 - A letter with the names of both parties as they existed prior to the marriage, and the date of the marriage;
 - A self-addressed stamped envelope; and
 - \$2.00 per copy requested
- If you come to the office, you will need to have \$2.00 (cash or check) per copy requested. You will also need the name of both parties as they existed prior to the marriage, and the date of the marriage.