

## **TOWN OF JERUSALEM, NEW YORK**

3816 Italy Hill Rd.

Jerusalem, New York 14418

Telephone No.: (315) 595-2286

Fax No.: (315) 595-2807

Email: [townclerk@jerusalem-ny.gov](mailto:townclerk@jerusalem-ny.gov)

Website: [www.jerusalem-ny.gov](http://www.jerusalem-ny.gov)

## **NEW YORK STATE MARRIAGE LICENSE GUIDE**

### **Where can you obtain a marriage license?**

A couple who intends to be married in New York State must apply in person for a marriage license to ANY town or city clerk in the state.

Application for a license must be signed by both applicants in the presence of the town or city clerk.

- Town office hours vary please reach out to issuing office for hours.
- Town of Jerusalem does require an appointment, please call ahead to schedule.

### **What documents are required to obtain marriage license?**

A couple must both be present and required to bring 2 forms of identification.

Original birth certificate AND Driver's license OR passport (must know social security number)

Bring copies of all divorce papers, and or death certificates

A marriage license affidavit form is available on Town of Jerusalem website to fill out prior to appointment if possible.

\$40 cash or check is required.

### **How long is license valid?**

A marriage license is valid for 60 calendar days, beginning 24 hours after it is issued.

### **One-Day Marriage Officiant License**

Beginning on March 28, 2023, any person eighteen years old and over can solemnize a Marriage Ceremony in New York State after obtaining a One-Day Marriage Officiant License.

- The license application is available on the Town of Jerusalem website.
- Personal appearance is not required, a complete and notarized One-Day Marriage Officiant License application may be mailed to the bride and groom to bring in at the time they obtain the license. An additional fee of \$25 (cash or check) is to be paid for to obtain the one day license.
- Applications must be submitted to the same office where the couple will obtain their marriage license.
- One-Day Marriage Officiants are exempt from registration as required pursuant to section 11-b of the Domestic Relations Law. List to include clergy member or minister of any faith or a leader of the Society for Ethical Culture, a judge, or justice whether currently serving or retired, a mayor or former mayor or clerk.