

Marriage and Civil Union Application Instructions

What should you bring with you, when you apply a marriage or civil union license

(Both Partners must be present)

YOU MUST CALL TO MAKE AN APPOINTMENT FOR ANY APPLICATION

908-789-0710

1. If you are divorced, have had your marriage annulled, civil annulment or if you have dissolved a prior civil union, please provide this information for application.
2. Death certificate, if your former partner is deceased.
3. A copy of your birth certificate, driver's license, passport or state I.D.
4. Proof of your residency in Garwood
5. Your social security number, as per NJSA 37:1-17.
6. A witness (18 years or older) who knows both the male and female applicants.
7. A \$28.00 fee. If paying by check, you need two checks. One for \$25.00 and one for \$3.00, both written out to the Borough of Garwood

Your social security number is not subject to Right to Know laws and will be kept confidential. If any documents are in a foreign language they must be accompanied by an English translation.

Where application shall be made:

1. The application can be made in the town where either party resides in the State of New Jersey.
2. If neither are residents of New Jersey, the application is to be taken in the municipality where the marriage is to be performed.

Do not sign the application prior to going to the Municipal Registrar. You must sign the application, while under oath, in the presence of the issuing authority.

There is a 72 hour waiting period between the filing of the application and the issuance of the license. This 72-hour waiting period begins at the time the application is filed with the Local Registrar. The application is valid for six months from the date accepted, unless the registrar has granted prior approval to extend the validity of the application to a maximum of one year. Only one license may be granted from an application, if the license expires prior to being used a new application must be made. The only exception to this requirement is in the case where a civil and religious ceremony are to be performed on the same day. In this case, photocopy the application marking one "A" and one "B", issue the corresponding licenses, marking them "A" and "B" as well.