

# REQUEST FOR CERTIFIED COPY OF A MARRIAGE LICENSE

**Please complete the following:** (Please include the name of both spouses.)

Spouse 1 Name: \_\_\_\_\_

Spouse 2 Name: \_\_\_\_\_

*(Maiden name OR name at the time applied for license.)*

Date of Marriage: \_\_\_\_\_

Number of Copies: \_\_\_\_\_

## Your contact information:

Name: \_\_\_\_\_

Full Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### REQUEST BY MAIL

Complete and return this form and \$4.00 for each copy of your marriage license (do not send cash; check or money order is preferred) and mail to:

Morgan County Clerk's Office  
ATTN: Records Dept  
180 S. Main St., Suite 172  
Martinsville, Indiana 46151

### TO PAY BY CREDIT/DEBIT CARD

If you would like to pay by credit/debit card,  
please email this form to  
[records@morgancounty.in.gov](mailto:records@morgancounty.in.gov) then call  
765-205-1601 with your card number  
or fill in card information above and mail.  
Please don't email credit card information.

There is a \$1.50 service charge for using your card.

### REQUEST IN PERSON

If you prefer to pick up your copy (or copies)  
in person, please email this form to  
[records@morgancounty.in.gov](mailto:records@morgancounty.in.gov)  
then call our Records Department  
at 765-205-1601 to make arrangements.

# of Copies \_\_\_\_\_ X \$4.00 \$ \_\_\_\_\_

Postage up to 5 pages: \$1.30  
6 to 15 pages: \$1.90 \$ \_\_\_\_\_

If paying by credit/debit card  
add \$1.50 \$ \_\_\_\_\_

Amount Enclosed: \$ \_\_\_\_\_

Name on Card: \_\_\_\_\_

Credit/Debit Card Number: \_\_\_\_\_

Exp Date: \_\_\_\_\_

Phone # (must be associated with card) \_\_\_\_\_