



# Marriage License Information

**MONDAY- FRIDAY ♦ IN-PERSON ♦ BY APPOINTMENT**

Schedule an appointment at

[kenoshacounty.timetap.com](http://kenoshacounty.timetap.com)

Or call County Clerk's Office 262-653-2552 or  
the Elected Officials Office 262-857-1845

**FEE: CASH \$100 or DEBIT/CREDIT CARD \$103**

PAID AT THE TIME OF APPLICATION

#### Persons Who May Not Marry:

- Blood relatives—nearer of kin than second cousins, except when the female is 55 years of age or older.
- Persons declared incompetent by the Court.
- A person under the age of 16.
- A person who is divorced is prohibited from marrying until 6 months after the date the divorce was granted, as directed by Wisconsin §765.03(2).

#### Persons Who May Marry:

Every person who has attained the age of 18 years is of age to marry. If a person is 16 or 17 years of age, a license may be issued with the written consent of the person's parent, guardian or custodian. Parents, guardian or custodian consent forms must be executed at the time of application before the County Clerk or certified in writing and verified before a Notary Public.

**Waiting Period:** Upon making application, a 5-day (calendar days) waiting period is required by law. This is exclusive of the day of application. The license will be issued on the sixth day and is good for 30 days from the date of issuance.

**When should you apply:** No more than 35 days prior to marriage date—no later than 7 days prior to the marriage date.

## MARRIAGE APPLICATION REQUIREMENTS:

- Applicants must apply together in person and provide the following:
- **Picture ID:** Both must show a **Current un-expired State issued ID, Drivers License or Resident Alien ID.**
- **Proof of where you live:** Current un-expired Driver's License, State ID, Resident Alien ID with current address or mail (current utility bill or government correspondence dated within 30-60 days ago) with name and street address.  
**BOTH applicants must show proof of where they reside.**
- **Residency** - At least one of the applicants must have resided in Kenosha County for at least 30 days to establish residency. You may be married in any County in the State of Wisconsin.
- **Certified Birth Certificates:** Required from all applicants, regardless of age. Certified copies can be obtained from County or State in which one was born. Photocopies, Hospital Certificates or Registration of Birth Record will **not** be accepted. Certified Birth Certificate should be in good condition, with no holes, tears or tape.
- Certified Birth Certificates in a **foreign language must be translated into English** and notarized. Translation must be done from the certified copy by a third uninvolved party and their signature must be notarized by a notary other than the translator. Both the Certified Birth Certificate and the original notarized translation must be presented.
- **Social Security Numbers**
- **Divorce Papers or Death Certificate:** If one or both of the applicants have been previously married, they must provide a copy of the court file stamped with judge's signature copy of the Divorce Judgment, Annulment papers or a Certified Death Certificate from their last marriage. If the marriage ended in divorce, it must be final for a minimum of six months whether the divorce was granted in Wisconsin or elsewhere.
- **Officiant:** Name, address, phone number and email address of the person performing your wedding ceremony.  
*"Neither our office nor the State Vital Records Office is able to confirm the legality of a religious officiant. If you have a question about the legality of the officiant you have chosen, you may want to seek legal counsel."*
- **Date & Location:** The date of the intended marriage along with the location. Wedding dates need to be set prior to applying for the marriage license. Courthouse weddings can be scheduled by calling 262-653-2465 prior to the marriage application.
- **Other information:** Number of this marriage, race and highest grade of education completed. Parties must take an oath that the information provided is correct and that they are free to marry under the laws of this state.
- **Witnesses for Marriage Ceremony:** Two adult witnesses (18 years of age or older) are required in addition to the person officiating for the marriage ceremony.

**Please arrive on time, be sure to have all required documents organized to allow for a quick application process. The Clerk's office is requesting that applicants follow the CDC recommended guidelines, wear a mask and practice social distancing while in the building.**