



# Marriage License Information

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

**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 \$110 or DEBIT/CREDIT CARD \$114.50**

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 3-day (calendar days) waiting period is required by law. This is exclusive of the day of application. The license will be issued on the fourth day and is good for 60 days from the date of issuance.

**When should you apply:** No more than 63 days prior to marriage date—no later than 5 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 (utility, cable, phone bill or government correspondence dated within the last 30-60 days) including name and street address.  
**BOTH applicants must show proof of where they reside.**
- You may apply in Kenosha County to be married in any county in 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 uninvolved third 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** are required if the applicant has been issued one.
- **Divorce or Annulment Certificate/Final Judgment Papers/Death Certificate:** If one or both of the applicants have been previously married, proof of how the last marriage ended must be provided. Examples: certified copy of divorce or annulment certificate; final judgment divorce or annulment with court stamp/seal showing judgment date; certified copy of death certificate. 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:** Call 262-653-2465 to scheduled 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. Only the applicants should be present at the marriage application appointment.

**Please arrive on time, be sure to have all required documents organized to allow for a quick application process.**