

## Marriage Certificates Requests

### Who is eligible to obtain a marriage certificate?

People eligible to get a marriage certificate:

- Spouses
- Other people who have a:
  - documented judicial or other proper purpose
  - New York State Court Order

If you are not a spouse, then you must document a judicial or other proper purpose. For example, you may need a marriage certificate to claim a benefit. You would need an official letter from the agency saying that you need the marriage record to process the claim.

### To apply for a Marriage Certificate by mail, please print and complete the Marriage Certificate Application below and mail it to our office with the following:

- Please ensure that your signature is notarized. If you cannot obtain notarization, kindly provide a clear and readable copy of your valid photo ID (Valid U.S. Driver's License or State issued Non-Driver's License). Please ensure that the ID includes the same mailing address that you have provided on this application.
- A self-addressed, return envelope.
- Check or Money Order for \$10 per copy made payable to the Williamstown Town Clerk

### Mail your request and the appropriate fee to:

Town of Williamstown

Town Clerk

79 Lakewood Road

Altmar, NY 13302

Cash is accepted for in-person requests.





