

MARRIAGE LICENSE APPLICATION

Please complete this marriage license application and return it to--
The Town Clerk's Office, 200 So. Greeley Ave., Chappaqua, NY 10514.

Date of Wedding: _____

Officiant Performing the Ceremony: _____

Location of Ceremony: _____

Daytime Telephone Number of Officiant: _____

Residence Address After the Ceremony: _____

For Office Use Only DOCUMENT VERIFIED _____ CURRENT IDS _____ BIRTH DOCUMENTS _____ DIVORCE PAPERS

FROM SPOUSE #1

1. A. Full Name _____

First Middle Current Surname

B. Birth name, if different _____

C. Surname after marriage _____

D. Social Security No. _____

2. A. State _____ B. County _____

C. Check one _____ City _____ Town _____ Village _____
and specify _____

D. Street Address _____

E. Is residence within limits of City or Incorporated Village? _____ Yes _____ No

F. Phone _____

3. A. Age _____ B. Date of Birth _____

4. Employment

A. Occupation _____

B. Type of Industry or Business _____

5. Place of Birth _____

6. Father's Full Name _____

Country of Birth _____

7. Mother's Full Maiden Name _____

Country of Birth _____

8. Number of this Marriage _____

9. Previous Marriages

A. Number of Previous Marriages, which Ended by
Divorce Civil Annulment Death

B. How did last marriage end? _____ Divorce
_____ Annulment _____ Death

C. Date last marriage ended _____

D. Are there any former spouses alive?
Yes _____ No _____

10. If previously divorced or annulled, provide the following information:

Date of Decree	Place Issued	Against Whom	
(Month, Day, Year)	(City, State, Country)	Self	Spouse

1 st	_____	_____	_____
2 nd	_____	_____	_____
3 rd	_____	_____	_____

FROM SPOUSE #2

1. A. Full Name _____

First Middle Current

B. Birth name, if different _____

C. Surname after marriage _____

D. Social Security No. _____

2. A. State _____ B. County _____

C. Check one _____ City _____ Town _____ Village _____
and specify _____

D. Street Address _____

E. Is residence within limits of City or Incorporated Village? _____ Yes _____ No

F. Phone _____

3. A. Age _____ B. Date of Birth _____

4. Employment

A. Occupation _____

B. Type of Industry or Business _____

5. Place of Birth _____

6. Father's Full Name _____

Country of Birth _____

7. Mother's Full Maiden Name _____

Country of Birth _____

8. Number of this Marriage _____

9. Previous Marriages

A. Number of Previous Marriages which Ended by
Divorce Civil Annulment Death

B. How did last marriage end? _____ Divorce
_____ Annulment _____ Death

C. Date last marriage ended _____

D. Are there any former spouses alive?
Yes _____ No _____

10. If previously divorced or annulled, provide the following information:

Date of Decree	Place Issued	Against Whom	
(Month, Day, Year)	(City, State, Country)	Self	Spouse

1 st	_____	_____	_____
2 nd	_____	_____	_____
3 rd	_____	_____	_____

INSTRUCTIONS FOR OBTAINING A MARRIAGE LICENSE

A marriage license must be obtained a minimum of 24 hours before the ceremony and once issued is valid for 60 days. If a previous marriage ended in divorce, **certified divorce papers must be presented. Certified divorce papers will have a raised or red/blue seal. Only papers with this seal will be accepted.** If you have any questions about divorce papers please call or send them in to the Town Clerk's Office before applying for the marriage license. The phone number is 238-4772.

- ❖ Complete the application and send/fax it in to the office or bring it with you. Fax number is 238-2537.
- ❖ Both parties must be present to sign the oath and license.
- ❖ **You are required to provide**
 - **Birth certificate, original or certified showing parent's names**
 - **Photo identification such as a passport or driver's license**
 - **Social Security number**
 - **\$40.00 cash or check payable to Town Clerk's Office.**

Marriage licenses are issued **BY APPOINTMENT ONLY**, Tuesday, Wednesday and Thursday between the hours of 10:00am-12:00 noon and 2:00-3:30pm.

Surname Options

Every person has the right to adopt any name by which he or she wishes to be known simply by using that name consistently and without intent to defraud. **A person's last name (surname) does not automatically change upon marriage, and neither party to the marriage is required to change his or her last name. Both spouses need not take the same last name.**

One or both parties to a marriage may elect to change the surname by which he or she wishes to be known after the marriage by entering the new name in the appropriate space provided on the marriage license. The new name must consist of one of the following options:

- ❖ The surname of the other spouse;
- ❖ Any former surname of either spouse;
- ❖ A name combining into a single surname all or a segment of the premarriage surname or any former surname of each spouse;
- ❖ A combination name separated by a hyphen provided that each part of such combination surname is the premarriage surname, or any former surname, of each of the spouses.

The use of this option will provide a record of your change of name. The marriage certificate, containing the new name, if any, is proof that the use of the new name, or the retention of the former name, is lawful. The local Social Security Administration office should be contacted so that its records and your social security

identification card reflect the name change. The cardholder must file a change notice (Form SS-5) with the local Social Security Office. Social Security Administration, 297 Knollwood Road, White Plains, NY. The phone number is 800-772-1213. Along with the form, you will need to provide that office with your marriage certificate and your old Social Security Card.

Rubella Information

Rubella is a common childhood disease that is not serious to children who contract it but can be grave to unborn babies if transmitted to pregnant women during the first four months. Immunization to Rubella is achieved by having a vaccination or by having already had the disease. You can get a blood test to determine whether or not you are immune.

No premarital examination or blood test is required to obtain a marriage license in New York State.

Justices of the Peace and Marriage Officers

Town residents who would like to have either of the Town Justices perform the marriage ceremony can make arrangements through the Court Clerk at 238-4726.

Justices: Douglas Kraus
 Noah Sorkin

Marriage Officers: Mary C. Deems, Town Clerk – (914) 238-4772
 Jill Simon Shapiro, Town Administrator – (914) 238-7269