

HOW CAN I GET A COPY OF A MARRIAGE RECORD?

In Pennsylvania, the Clerk of the Orphans' Court Division of each county is responsible for maintaining the records of all marriages in the county where the Marriage License was issued.

In Montgomery County, an individual may obtain a marriage record by either appearing **in person at the Marriage License Department or by Mailing** a letter of request to the department. All requests must provide the husband & wife's complete name at the time of their marriage application and the date of their marriage, as well as the appropriate fee.

The Marriage License Department will conduct a search and prepare the marriage record requested only if the Marriage Application was taken in Montgomery County Not in the County where you were actually **MARRIED**. **EXAMPLE:** If you went to Delaware County or Philadelphia County (CITY HALL) to apply for your application they will have your Marriage Record on file. If you are dropping off your request to the Marriage License Department, **only a check or money order** may be left along with a self addressed stamped envelope and we will mail your request within the 24 to 48 hour time period.

If you are requesting a Marriage License before 1885 you should contact the Church where the Couple was married or Philadelphia Archives. All records were kept there before this time period.

An order form to request a marriage record by mail is attached to this brochure for your convenience.

WHY WOULD I NEED A COPY OF A MARRIAGE RECORD?

There are a variety of reasons why an individual may need a copy of a marriage record. For example, the **Social Security Administration** requires a combination of application and duplicate certificate marriage record in order to complete a woman's name change. Other reasons why you may need a copy of a marriage record include collecting Social Security or pension benefits; for mortgage name change, adoption, passport purposes, dual citizenship, drivers license and any other situation where proof of marriage as required By Law.

YOU ARE REQUIRED TO CONTACT THE SOCIAL SECURITY OFFICE, DEPARTMENT OF MOTOR VEHICLES, PASSPORTS, IMMIGRATION, EMPLOYMENT & BANKS ETC... TO DETERMINE, WHAT IS REQUIRED TO COMPLETE A NAME CHANGE AFTER YOUR MARRIAGE

WHAT TYPE OF INFORMATION IS CONTAINED ON A MARRIAGE RECORD?

The Montgomery County Marriage Record Department maintains all marriage records for Licenses issued in Montgomery County from 1885 to present. All **RECORDS** are open to the **PUBLIC**.

WHAT ARE THE COSTS FOR A MARRIAGE RECORD?

The **Fees** for a **Marriage Record** varies from county to county. **Montgomery County** charges as follows:

Combination of Marriage License Application and Certificate \$28.00
Adoptions, Dual Citizenships
Immigrations, Social Security

Certified Duplicate Certificate \$14.00
Driver License, Passport Name Change,
Social Security Name Change, Pensions

CHECKS OR MONEY ORDERS SHOULD BE MADE PAYABLE TO:

"CLERK OF ORPHANS' COURT"

ORDER FORM

I would like to order _____ copy/copies
(How Many)
for the following marriage record:

Applicant One Name: (please print clearly)

LAST FIRST M.

Applicant Two Name: (please print clearly)

LAST (Maiden) FIRST M.

FILE NUMBER: _____

Date of Marriage: _____

**MAKE CHECKS OR MONEY
ORDERS PAYABLE TO:
“CLERK OF ORPHANS’ COURT”**

**PLEASE INCLUDE A SELF
ADDRESSED STAMPED
ENVELOPE**

NAME

ADDRESS

CITY STATE ZIP CODE

PHONE: () _____

EFFECTIVE: NOVEMBER 2014

OFFICE HOURS:

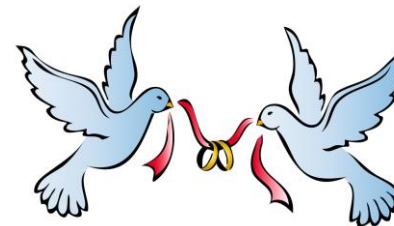
The Marriage License Bureau is
open, exclusive of Holidays,
Monday-Friday, 8:30AM – 4:15PM.

QUESTIONS:

Applicants who have questions
concerning any of the material
contained in this brochure may
contact the Marriage License
Bureau at 610-278-3414 or
610-292-4965
MAIN NUMBER: 610.278-3400
Email : MLSupport@montcopa.org



HOW TO OBTAIN A MARRIAGE RECORD



Montgomery County
Register of Wills
Clerk of Orphans' Court
D. BRUCE HANES, ESQ.
P.O. Box 311
Norristown, PA 19404-0311