Application for Copy of Marriage Certificate

Information Page – Application for Copy of Marriage Certificate

General Instructions:

· Use this application if you are a spouse named on the marriage certificate.

· If you are NOT a spouse named on the marriage certificate, then you must submit with this application a copy of documentation establishing a judicial or other proper purpose. (see below)

· Use this application only if the marriage license was obtained in the City of Hudson.

· If delivery is to a P.O. Box or to a third party you must submit, with this application, a notarized statement signed by either spouse and a copy of the spouse’s driver’s license.

· Print a copy of this application, complete and sign.

· Mail application with a money order, $10.00 per copy, payable to the City of Hudson and a copy of required identification (see below).

Hudson City Clerk
City Hall
520 Warren Street
Hudson, NY 12534

What is a judicial or other purpose?

· If the applicant is not a spouse, a judicial or other proper purpose must be documented. An example of a judicial or other proper purpose would be a marriage record needed by the applicant to claim a benefit.

· Documentation would consist of a copy of a court order or an official letter verifying that a copy of the requested marriage record is required from the applicant in order to process a claim.

Identification Requirements – Application must be submitted with copies of either A or B:

A. One (1) of the following forms of valid photo-ID:
   · Driver License
   · Non-Driver Photo-ID Card
   · Passport
   · Other government issued photo-ID

B. Two (2) of the following showing the applicant’s name and address:
   · Utility or telephone bills
   · Letter from a government agency dated within the last six months.
Application for Copy of Marriage Certificate

Required ID must be included with application. Fee - $10.00 per copy. Make money order payable to City of Hudson

Send to: Hudson City Clerk
City Hall
520 Warren Street
Hudson, NY 12534

Bride/Groom/Spouse

Name (as recorded on marriage license): Date of Birth:

If Previously Married, State Name Used at that Time:

Bride/Groom/Spouse

Name (as recorded on marriage license): Date of Birth:

If Previously Married, State Name Used at that Time:

Marriage Information

Date of Marriage: Place of Marriage:

Purpose for which record is required:

Relationship to person on record: (If self, state "SELF")

If you are not the bride, groom or spouse on the record, you must submit documentation of a judicial or other purpose.

Signature of Applicant: Print Name: Date:

Address of Application (Street/Mailing): If mailing address is a PO BOX or Third Party, you must submit with this application notarized statement signed by the applicant and a copy of the applicant’s driver’s license:

____________________________________________________________
Number of copies requested: ______________________

Telephone Number

( )