

**In-Person
Application
in WI**



WEDDING CEREMONY

9 STEPS TO GET MARRIAGE LICENSE IN WISCONSIN

PRESENTED BY CRAZY GIRL LLC

STEPS FOR IN-PERSON APPLICATION IN WISCONSIN

- YOU MAY APPLY TO BE MARRIED **IN ANY COUNTY IN WISCONSIN.** YOU DO NOT NEED TO APPLY IN THE SAME COUNTY YOUR WEDDING TAKES PLACE. YOU CAN APPLY IN ANY COUNTY IN WISCONSIN.
- **ALL MARRIAGE LICENSE APPLICATIONS (IN WI) HOLD A 3 DAY WAITING PERIOD** FROM THE DATE OF APPLICATION. YOUR LICENSE WILL BE ISSUED ON THE 4TH CALENDAR DAY FROM THE DATE OF APPLICATION AND IS **VALID FOR 60 DAYS.**
 - YOU MAY APPLY FOR A WAIVER OF THE 3 DAY WAITING PERIOD FOR AN ADDITIONAL \$25 FEE. THE REQUEST/PAYMENT OF THE WAIVER GRANTS THE USE OF THE LICENSE ON THE DATE OF APPLICATION.
- **WHAT DO YOU NEED TO BRING TO APPLY IN PERSON?**
 - 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.
 - **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.
 - **DATE & LOCATION OF WEDDING:** THE DATE OF THE INTENDED MARRIAGE ALONG WITH THE LOCATION. WEDDING DATES NEED TO BE SET PRIOR TO APPLYING FOR THE MARRIAGE LICENSE.
 - **OFFICIANT INFO:** NAME - KRISTY L. MCCHRISTY | ADDRESS - 1710 SOUTH SHORE DRIVE, DELAVAN, WI 53115 | PHONE NUMBER - 331-814-0566 AND EMAIL ADDRESS - KRISTY.MCCHRISTY@GMAIL.COM OF THE PERSON PERFORMING YOUR WEDDING CEREMONY.

ON WEDDING DAY - THE FOLLOWING IS REQUIRED

- **(2) TWO ADULT WITNESSES** (18 YEARS OF AGE OR OLDER) REQUIRED TO SIGN MARRIAGE LICENSE
- **OFFICIANT SIGNATURE:** OFFICIANT IS REQUIRED TO SIGN MARRIAGE LICENSE
- **THE COMPLETED & SIGNED WISCONSIN MARRIAGE LICENSE** MUST BE RETURNED TO THE REGISTER OF DEEDS IN THE SAME COUNTY MARRIAGE LICENSE WAS REGISTERED AT WITHIN (3) THREE DAYS AFTER THE DATE OF THE MARRIAGE.
- **CRAZY GIRL LLC WILL BE RESPONSIBLE FOR RETURNING LICENSE** TO THE APPROPRIATE REGISTER OF DEEDS
 - AFTER THAT OCCURS, THE CLERK'S OFFICE CAN ISSUE YOU A CERTIFIED COPY OF YOUR MARRIAGE CERTIFICATE UPON REQUEST. MARRIAGE CERTIFICATES ARE NOT AUTOMATICALLY SENT TO COUPLES.
 - YOU MAY WISH TO ORDER 5-7 CERTIFIED COPIES OF YOUR MARRIAGE CERTIFICATE, ESPECIALLY IF EITHER OF YOU ARE PLANNING TO CHANGE YOUR NAME.