

Apply
Virtually
in WI



WEDDING CEREMONY

STEPS TO GET MARRIAGE LICENSE IN WISCONSIN

#10

PRESENTED BY CRAZY GIRL LLC

VIRTUALLY APPLY IN WISCONSIN

• YOU MAY APPLY FOR A MARRIAGE LICENCE VIRTUALLY IN **DANE COUNTY, WISCONSIN.**

- MARRIAGE LICENSES ARE PROCESSED VIRTUALLY (VIA ZOOM) BY APPOINTMENT ONLY.
- YOU DO NOT NEED TO APPLY IN THE SAME COUNTY YOUR WEDDING TAKES PLACE.
 - IF BOTH APPLICANTS LIVE OUTSIDE WI, THE APPLICANTS MAY ALSO APPLY IN ANY COUNTY IN THE STATE OF WI.
- **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
- **SCHEDULE MARRIAGE LICENSE APPOINTMENT**
 - [HTTPS://CLERK.DANECOUNTY.GOV/MARRIAGE/SCHEDULE-MARRIAGE-LICENSE-APPOINTMENT](https://clerk.danecounty.gov/marriage/schedule-marriage-license-appointment)
 - **QUESTIONS?** CALL DANE COUNTY REGISTER OF DEEDS 608-266-4121. EMAIL AT COUNTY.CLERK@DANECOUNTY.GOV
 - PLEASE DO NOT SCHEDULE YOUR MARRIAGE LICENSE APPOINTMENT MORE THAN 60 DAYS PRIOR TO WEDDING DATE.
 - **YOU WILL RECEIVE A LINK** FROM DANE COUNTY TO SCHEDULE APPOINTMENT
 - EACH OF THE REQUIRED DOCUMENTS (SEE BELOW) WILL NEED TO BE UPLOADED INTO OUR SCHEDULING PROGRAM (PDF AND JPEG FILES SEEM TO WORK BEST).
 - HAVE THE ELECTRONIC DOCUMENTS AVAILABLE PRIOR TO GOING THROUGH THE SCHEDULING PROCESS.
 - YOU WILL RECEIVE A ZOOM LINK FOR YOUR APPOINTMENT *AFTER* YOU COMPLETE THE INFORMATION ON LINK.
- **EACH PERSON MUST PROVIDE:**
 - **PHOTO I.D. AND SOCIAL SECURITY NUMBER** (WE DO NOT NEED THE SOCIAL SECURITY CARD). IF THE APPLICANT DOES NOT HAVE A SOCIAL SECURITY NUMBER THE SPACE WILL BE MARKED WITH "NONE".
 - **A DOCUMENT SHOWING YOUR CURRENT PHYSICAL ADDRESS.** FOR EXAMPLE: A DRIVER'S LICENSE IF IT CONTAINS YOUR CURRENT ADDRESS, LEASE, UTILITY BILL OR BANK STATEMENT. YOU MUST ALSO KNOW WHETHER YOU LIVE IN A CITY, VILLAGE OR TOWNSHIP AND THE COUNTY WHERE YOU RESIDE.
 - **A CERTIFIED COPY OF YOUR BIRTH RECORD** ISSUED BY THE STATE OR COUNTY WHERE YOU WERE BORN. BIRTH RECORD MUST BE LEGIBLE, NOT TATTERED AND TORN. THE HOSPITAL CERTIFICATE, SCAN OR COPY NOT ACCEPTABLE.
 - **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.
 - **YOU MUST KNOW HOW TO SPELL BOTH PARENTS' FULL NAMES** - INCLUDING MOMS FULL MAIDEN NAME.
 - **IF PREVIOUSLY MARRIED, WE MUST SEE PROOF OF HOW THE LAST MARRIAGE ENDED**
 - **THE LEGAL AGE FOR MARRIAGE IN WISCONSIN IS 18.** IF AN APPLICANT IS 16 OR 17 YEARS OF AGE A CONSENT FORM NEEDS TO BE SIGNED BY BOTH PARENTS OR GUARDIANS BEFORE THE COUNTY CLERK.
 - **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.
 - CRAZY GIRL LLC HAS ADDITIONAL OFFICIANTS PLEASE CONFIRM THE NAME AND INFORMATION OF YOUR ASSIGNED OFFICIANT, BEFORE APPLYING FOR YOUR MARRIAGE LICENSE.

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.