

WISCONSIN MARRIAGE CERTIFICATE APPLICATION
(for Mail or In-Person Requests)

TYPE or PRINT.

PENALTIES: Any person who willfully and knowingly makes a false application for a marriage certificate is guilty of a Class I felony [a fine of not more than \$10,000 or imprisonment of not more than 3 years and 6 months, or both, per s. 69.24(1)]. Any person who willfully and knowingly obtains a marriage certificate for fraudulent purposes is guilty of a Class I felony [a fine of not more than \$10,000 or imprisonment of not more than 3 years and 6 months, or both, per s. 69.24(1), Wis. Stats.].

I. APPLICANT INFORMATION	The information in Section I is about the person completing this application.				
	YOUR CURRENT NAME - First		Middle	Last	YOUR DAYTIME TELEPHONE NUMBER ()
	YOUR STREET ADDRESS (CANNOT be a P.O. Box address)		City/State/Zip Code		
	DRIVER'S LICENSE NUMBER:		STATE	EXPIRATION DATE	

II. APPLICANT'S RELATIONSHIP TO PERSON NAMED ON THE CERTIFICATE	Per Wis. Stat. § 69.20(1), a CERTIFIED copy of a birth certificate is only available to those with a "direct and tangible interest." (A-E)			
	CHECK ONE box which indicates YOUR RELATIONSHIP to the PERSON NAMED on the marriage certificate.			
	A. <input type="checkbox"/> I am one of the PERSONS NAMED on the marriage certificate.			
	B. I am a member of the immediate family of one of the persons named on the marriage certificate.			
	<input type="checkbox"/> Parent	<input type="checkbox"/> Brother/Sister	<input type="checkbox"/> Child	
	<input type="checkbox"/> Maternal Grandparent	<input type="checkbox"/> Paternal Grandparent		
	C. <input type="checkbox"/> I am the legal custodian or guardian of one of the persons named on the marriage certificate.			
	D. <input type="checkbox"/> I am a representative authorized by any person in category A, B or C, including an attorney.			
	Specify whom you represent _____			
	E. <input type="checkbox"/> I can demonstrate that the marriage certificate is necessary for the determination or protection of a personal or property right.			
	Specify your interest _____			
	F. <input type="checkbox"/> None of the above. I am requesting an uncertified copy. (Copy will not be valid for identity or legal purposes.)			
	NOTE: Grandchildren, stepparents, stepchildren and stepbrothers/sisters may only obtain certified copies as categories C-E.			
	PURPOSE FOR WHICH CERTIFICATE IS REQUESTED:			

III. FEES	FEES: FIRST copy is \$20. EACH additional copy of this record (at the same time) is \$3. (It is illegal to photocopy a certified record)			
	First certified copy.....		\$ 20.00	20.00
	Each additional copy of the same record, issued at the same time as the first copy	Number of additional copies	X \$ 3.00	
		TOTAL		

Make cashier check or money order payable to: **REGISTER OF DEEDS**

Be sure to include (1) Completed form (2) acceptable identification (3) any additional proof or authorization required (4) self-addressed business-size envelope (5) cashier check or money order. No personal checks

MAIL APPLICATION AND FEE TO: REGISTER OF DEEDS 730 WISCONSIN AVE., RACINE WI 53403

IV. MARRIAGE INFORMATION	GROOM/SPOUSE 1 - NAME - First		Middle	LAST NAME AT BIRTH
	BRIDE/SPOUSE 2 - NAME - First		Middle	LAST NAME AT BIRTH
	LOCATION OF MARRIAGE - City, village, town		COUNTY	DATE OF MARRIAGE (Month/Day/Year)

I hereby attest that the information provided on this application is correct to the best of my knowledge and belief and that I am entitled to copies of the requested marriage certificate in accordance to the categories listed above.

SIGNATURE (Applicant)	Date Signed (Month / Day / Year)
-----------------------	----------------------------------

OFFICE USE ONLY			
Initials: _____	Date: _____	Applicant ID: _____	SVRIS: _____ LL: _____
Cash: \$ _____	Check: \$ _____	Check No: _____	Credit Card/VitalChek: _____

1. What is the difference between a “certified” and an “uncertified” copy of a marriage certificate?

A CERTIFIED COPY:

- Is printed on security paper, has a raised seal, and shows the signature of the State Registrar or Local Registrar.
- Can be used for legal purposes.
- Can only be obtained with a direct and tangible interest as defined in Wis. Stat. § 69.20(1).

AN UNCERTIFIED COPY:

- Is printed on plain paper and marked “uncertified.”
- Is for information purposes only and cannot be used for identity or legal purposes.
- Contains the same information as a certified copy.

2. How long will it take to process my request?

APPLYING IN PERSON

Requests for certified copies of certificates are usually completed within 30 minutes of application.

Requests for uncertified copies of certificates are not completed on the same schedule as requests for certified copies.

In-person requests for uncertified copies may take up to 1 week to complete.

A written and notarized authorization must accompany the application when checking Box D or E, either in person or by mail.

APPLYING BY MAIL

Requests for certified copies of marriage certificates may take up to 1 week plus mail time to complete.

Requests for uncertified copies of marriage certificates are not completed on the same schedule as certified copies. Mail requests for uncertified copies may take up to 2 weeks plus mail time.

****WE ARE NOT RESPONSIBLE FOR CERTIFICATES LOST IN THE MAIL.** You may send in an envelope with tracking info along with your application if you prefer.

3. What identification is required when applying for a marriage certificate?

Requests for certified copies require proof of identification. Applicant's original ID is required for in-person applications. A **photocopy** of the applicant's ID is required for mail applications.

At least one form of ID must show your name and address. Expired cards or documents will not be accepted.

Examples of acceptable forms of identification include:

One of these:

- State issued driver's license or ID card
- US Government issued photo ID
- US or Foreign passport
- Tribal or Military ID card

OR

Two of these:

- Bank/Earnings statement
- Current, dated, signed lease
- Health insurance card
- Utility bill or traffic ticket
- Vehicle registration/title

**If you have questions regarding this form, please call 262-636-3208
or visit our website at WWW.RACINECOUNTY.COM/ROD**