

MARRIAGE LICENSE INFORMATION

The following information should help you in preparation before you come in for a marriage license.

** WHERE TO APPLY

County Clerk's Office 608-723-2675
Administration Building
111 South Jefferson Street
Lancaster, WI 53813

** APPLICATIONS TAKEN

Between the hours of **8:00 A.M. and 4:00 P.M.**, Monday through Friday. We are open over the noon hour. The Administration Building is closed on Saturday, Sunday and Legal Holidays.

** MARRIAGEABLE AGE

Any person who has attained the age of **18 years** may marry. If a person is between the ages of **16 years and 18 years** the license will be issued **only with the written consent** of parents, guardian or custodian. Consent forms are available in the County Clerk's Office.

** RESIDENCE

Application must be made in the county where **one party** has resided for **at least 30 days**.

**If neither the Bride nor Groom is a resident of Wisconsin, apply in the county where the ceremony will be held.

** DIVORCED PERSONS

May not remarry until **6 months** after the granting of the Judgment of Divorce regardless of where the action took place.

** REQUIREMENTS

1. Applicants **regardless of age** must present a **Certified Copy** of their birth certificate. We do **not** accept hospital certificates as they are not legal documents.
2. Copies of judgment of divorce, legal annulment papers, or death certificates from previous marriage **must** be presented.
3. Social Security Number must be presented.

4. Driver's License or picture ID for identification and proof of residency. If you have recently moved, bring with you an article of mail with your name that shows your physical address.

5. Name, address and phone number of Officiate and Date & Place of intended marriage. (City, Village, Town and County).

6. Both parties must appear before the County Clerk or Deputy when applying for their license.

**** WAITING PERIOD**

A 6 day waiting period is required by law before license can be issued. The waiting period may be waived for a good cause by the County Clerk for an additional \$25.00.

**** EXPIRATION**

The license is valid for 30 days after date of issuance and the marriage must be performed within that period.

**** LICENSE FEE \$75.00**

**** CEREMONY**

Any ordained clergyman of the religious denomination of society, and licentiate of a denominational body or an appointee of any bishop serving as the regular clergyman of any church of the denomination to which he belongs, the two parties themselves in accordance with the customs, rules and regulations of any religious society, denomination or sect to which either party belong, any judge of a court of record, any family court commissioner appointed under §.247.13 or court commissioner appointed under§.757.69 may perform the marriage ceremony.

**** WITNESSES**

The marriage must be performed in the presence of 2 competent adult (18 years or over) witnesses other than the officiating person.

**** TO AVOID CONFLICT** with the various requirements, it is suggested that applicants apply early enough to allow time to resolve any problems that may arise. **Contacting the County Clerk's Office prior to making application often avoids problems.**

The portion of the marriage application form that is collected for statistical purposes only shall indicate that the address of the marriage license applicants may be provided by a County Clerk to a law enforcement officer under the conditions specified under §.765.20(2)