

## MARRIAGE LICENSE/CIVIL UNION IN NEW JERSEY APPLICANT'S CHECKLIST

You only apply in **Sayreville** if:

- At least one of the applicants is a resident of Sayreville
- Applicants are not residents of New Jersey but are getting married in Sayreville

How to apply:

- First** you need to make your arrangements for your ceremony – **we do not perform the ceremonies here or set up ceremony appointments** – Marriages and civil unions can be performed in any municipal courthouse in New Jersey or by any mayor, county clerk or minister of any religion.
- After you have your date of marriage set**, please visit [www.sayreville.com](http://www.sayreville.com) under the health department to fill out the application and instructions on how to apply. Please email us at [registrar@sayreville.com](mailto:registrar@sayreville.com) your application at **least 3 weeks** in advance from your ceremony.
- Important:** There is a 72 hour waiting period from the time you apply to the time you can pick up your license. You can fill out the application for your license up to 6 months before your ceremony and pick it up within 30 days of your ceremony. **Do not wait until the last minute.**
- Once filled out, email the application and proof of identity for both applicants (driver's license, passport, or state/federal ID) to [registrar@sayreville.com](mailto:registrar@sayreville.com). **Do not take a picture of the application and send (pictures of id are ok).** You must download form, fill it in, save it and then send as an attachment or scan the document and send.
- Once application has been emailed, it will be reviewed and you will be notified via email a date for your appointment at 49 Dolan Street to sign the application and make payment of \$28.00 via check or money order **only**. This needs to be done with the two applicants and the one witness listed on your application.

\*\*\*\*\***Appointments are necessary.**\*\*\*\*

Appointments are available 8:00 am to 1:00 pm Monday-Friday.

- Applicants need to bring the following information to their appointment:
  - Proof of identity by presenting your driver's license, passport, or state/federal I.D.
  - 1 witness 18 years or older. Your Officiant can not be your witness.
  - The cost is \$28.00 – please have a check or money order made payable to the Borough of Sayreville.
  - Proof of residency – acceptable documents are a driver's license, vehicle registration or insurance card, bank statement or a utility bill (within 90 days), tax return or W-2 for current or previous year.

After the ceremony is performed it will be **recorded in the town the ceremony took place in** and certified copies can only be issued from that office.

Any questions call the Registrar's Office at 732-390-7012 between 8:00 am and 1:00 pm.

**For the license application and instructions go to  
[www.sayreville.com](http://www.sayreville.com), under departments click Health Department**