

## [Applying for a Marriage License](#)

Before getting married in West Virginia or Jefferson County, Couples must obtain a marriage license together, in person from the County Clerk's office—Here's How:

### Eligibility:

Under West Virginia law, only eligible persons can marry. Both the bride and groom must:

- . be 18 years of age or older
- . be of opposite sex
- . not be blood relatives

Individuals who reside out of state may not apply for a marriage license in West Virginia if such a marriage would not be legal in their home state.

If either the bride or groom who is applying for a marriage license resides in WV, the couple must make application in the County where he/she resides (but may be married anywhere in the State of WV)

### Exceptions:

Under state law, applicants who are 16 and 17 years old may obtain a marriage license with parental consent.

If a court-appointed legal guardian is providing consent, a certified copy of the appointment is required.

Either parents or the legal guardians must:

- . Provide notarized affidavit of consent of the marriage at that time from both parents or sole legal guardian

Underage applicants are subject to a 3-day waiting period.

Provide valid identification

Applicants who are 16 or 17 must present the following:

a certified copy of their birth certificate

### Applying:

Couples must appear together at the Jefferson County Courthouse. They must:

- . Fill out and sign a marriage license application
- . Present valid identification with proof of age
- . Pay a \$ 36 fee (cash or personal check)
- . Provide social security number
- . Applicants will also be asked to provide their Mother's and Father's full name at birth, (1st, Middle and Last Name) and the City, State or Foreign Country of birth.

Applicants who have been previously married must provide the exact month, day and year that the previous marriage ended and indicate whether it was by death, divorce or annulment.

### Timelines and Restrictions

Marriage licenses are:

- . issued while you wait
- . effective immediately after issued
- . valid for 60 days
- . effective only in West Virginia

A couple may be married either by a minister that is registered in the State of West Virginia or a Judicial Judge. It is the couple's responsibility to make these arrangements.

### After the Marriage Ceremony Occurs

The individual(s) performing the ceremony must complete the top portion of the marriage license and mail or deliver it to the Clerk's office.

You may obtain a copy of your marriage certificate upon request for a \$5.00 fee per copy at the County Clerk's office or by mail by sending the fee with pertinent information to the address found in this pamphlet.

### Civil Ceremony in Jefferson County

A civil ceremony can be arranged by appointment only through the Jefferson County Family Court Judge, The Honorable David Greenbert at 304-724-6253, 110 N. George Street, Charles Town or The Honorable David Sanders at 304-728-3201, 100 E. Washington St., Charles Town.

### Religious Officials

Effective September 1, 2005

All Religious Officials performing marriages in the State of West Virginia are required to file with the West Virginia Secretary of State's Office. Registration packets can be obtained by calling the Secretary of State's Office toll free at (866) 767-8683 or visiting their website at [www.wvsos.com](http://www.wvsos.com)

A record of each marriage performed must be kept as a permanent record in their Church.