

MARRIAGE LICENSE APPLICATIONS

County Clerk's Office

Kenosha County
Administration Building
1010 56th St., Kenosha, WI
8:00 am to 4:30 pm
262-653-2552

Elected Officials Office

Kenosha County Center
19600 75th St (Hwys 45 & 50), Bristol, WI
8:00 am to 3:30 pm
Closed from 12:00-1:00 pm
262-857-1845

Monday through Friday; Closed Saturdays, Sundays and Legal Holidays

FEE: \$80.00 CASH ONLY
PAID AT THE TIME APPLICATION (NO CHECKS, DEBIT OR CREDIT CARDS)

Persons Who May Not Marry:

- Blood relatives—nearer of kin than second cousins, except when the female is 55 years of age or older.
- Persons declared incompetent by the Court.
- A person under the age of 16.
- A person who is divorced is prohibited from marrying until 6 months after the date the divorce was granted, as directed by Wisconsin §765.03(2).

Persons Who May Marry:

Every person who has attained the age of 18 years is of age to marry. If a person is 16 or 17 years of age, a license may be issued with the written consent of the person's parent, guardian or custodian. Parents, guardian or custodian consent forms must be executed at the time of application before the County Clerk or certified in writing and verified before a Notary Public.

When should you apply: No more than 35 days prior to marriage date—no later than 7 days prior to the date.

MARRIAGE APPLICATION REQUIREMENTS:

Applicants must apply in person and together.

Picture ID: Male and Female. Both must show at the time of the application a **Current un-expired VALID State issued ID, Drivers License or Resident Alien ID.**

Proof of Residency: **Current un-expired** Drivers License, State ID or Resident Alien ID with current address or mail (utility bill or government correspondence date 30-60 days ago) with name and current address.

BOTH APPLICANTS NEED TO PROVIDE PROOF OF WHERE THEY RESIDE.

Residents of the State of WI must apply in the County in which either is a resident. They may be married in any County of the State. You must have resided in Kenosha County for at least 30 days to establish residency as a Kenosha County resident.

Non-Residents of the State of WI must apply in the County in which the marriage ceremony is to be performed.

Proof of out-of-state residence must also be submitted.

CERTIFIED BIRTH CERTIFICATES: Required from all applicants, regardless of age. Certified copies can be obtained from the County or State in which one was born. Photocopies, Hospital records or Notification of Birth Registration will **not** be accepted. Certified Birth Certificates in a foreign language must be translated into English and notarized. Translation must be done from the Certified copy. Both the Certified Birth Certificate and notarized translation must be presented at the time of the application.

Social Security Numbers Are Required

Divorce Papers or Death Certificate: If either one of the applicants have been previously married, they must provide a file stamped copy of the Divorce Judgment, annulment papers or a Death Certificate from their last marriage. If the marriage ended in divorce, it must be final for a minimum of six months whether the divorce was granted in Wisconsin or elsewhere.

Officiant: Name, address and phone number of the person performing your wedding ceremony.

Non-WI Resident Marriage Officiant requires a letter of sponsorship. A sample letter is available from the County Clerk's Office upon request. Sponsorship letter needs to be presented at time of application.

Date & Location: The date of the intended marriage along with the location (city, village or town & county).

Other Information: Number of this marriage, race and highest grade of education completed. Parties must take an oath that the information provided is correct and that they are free to marry under the laws of this state.

Waiting Period: Upon making application, a 5-day waiting period is required by law. This is exclusive of the day of application. The license will be issued on the sixth day and is good for 30 days from the date of issuance.

Witnesses for marriage: Two adult witnesses (18 yrs of age or older) are required in addition to the person officiating.

Wedding ceremony at the Courthouse—To schedule a wedding, contact the office of the Clerk of Circuit Court, by call 262-653-2510, or by a personal visit to the office of the Clerk of Circuit Court, Room 204, 2nd FL, east end of the Courthouse.

Judicial Officiants—A list of Judicial Officiants are available from the County Clerk's Office upon request.