

Application Checklist

- Parental Consent if Under 18 Years of Age.
- State Certified Copy of Birth Certificate.
* (Hospital Certificate or State Notification of Birth Registration are not acceptable)
- Photo ID & Proof of Residency.
- Social Security Numbers.
- Last Previous Marriage. (Death Certificate, Divorce Judgment, Annulment...)
- Date of Wedding, Place of Wedding (County & City, Village or Town in Which the Marriage Will Occur)
- Officiants Name, Address & Phone Number
- Marriage License Fee

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Ashland County Court Commissioners

David Siegler.....715-682-6442
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Applying for a
Marriage License?



Ashland County,
Wisconsin

Heather W. Schutte

Ashland County Clerk
201 Main Street West
Room 202
Ashland, WI 54806
715-682-7000

Where to Apply:

Ashland County Clerk's Office
Courthouse Room 202
201 West Main Street
Ashland, WI 54806
(715) 682-7000

Office Hours:

Monday-Friday: 8:00 a.m.—4:00 p.m.
Closed weekends & legal holidays.

The marriage license application process takes approximately 30 minutes to complete. Please allow enough time for processing.

When to Apply:

Wisconsin law requires a 5-day waiting period between application and issuance of a marriage license.

License is valid for 30 days from issuance date.

Special Dispensation: A 5-day waiting period is required by law, but may be waived for an additional \$15.00 fee if out-of-state resident, military about to be deployed, or other approved reason.

Fees:

The marriage license fee is \$75.00. There is an additional \$15.00 fee to waive the waiting period, upon approval.

Age:

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

Requirements:

- ◆ Both applicants must apply together, in person.
- ◆ Applicants must present a **CERTIFIED birth certificate** that has a raised seal affixed by the **Register of Deeds**. [S.S. 765.09(3)]

If the Birth Certificate is in a foreign language, it must be translated in English and certified by a translator.

(Hospital Birth Certificates and State Notification of Birth Registration are NOT acceptable; they are not legal documents).

- ◆ If previously married, present signed copies of judgment of divorce (with a judge's signature), court annulment papers, or death certificate, in English, from last marriage. Divorce must be final a minimum of 6 months.
- ◆ Name of officiant, date, and location of ceremony. (If using a judge, the judge *must* be from Wisconsin).
- ◆ Social Security Number—You cannot be issued a Marriage License without a Social Security Number).
- ◆ Documentary proof of identification and residence. Each party must present documentation showing a correct address for proof of residency. Examples: Driver's license, rent receipt, utility bill, or like document (must be at least 30 days old).

Residency:

Wisconsin applicants must apply in the county where one or both parties have resided for a minimum of 30 days. Out-of-state applicants must apply in the Wisconsin county where the ceremony will be held.

Persons Who May Not Marry:

- ◆ Blood relatives who are nearer of kin than second cousin, except when the female is 55 years of age or older.
- ◆ Persons who are incompetent.
- ◆ A person under the age of 16.
- ◆ Persons who have not been divorced for six months, whether the divorce was granted in Wisconsin or elsewhere.

Validity:

Non-Residents: Marriage in Wisconsin of non-residents who are prohibited from marrying in the state of their residence is null and void.

Out-of-State: Marriage of Wisconsin residents in another state is null and void if the persons were prohibited from marrying in the state.

Certified Documents:

Register of Deeds Office:

Copies of Birth Certificates, Death Certificates & Marriage Certificates - from the county where the event occurred.

Clerk of Courts Office:

Copies of final Divorce Judgments - from the county where the event occurred.