

MARRIAGE LICENSE INFORMATION

Where to Apply...

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

The Ashland County Clerks Office is open between the hours of 8:00 a.m. and 4:00 p.m. Monday thru Friday. We are closed weekends and all legal holidays.

Fees...

Effective May 1, 2002, the marriage license fee is \$60.00. It is paid at the time you apply for your marriage license. We accept cash, check or money order. We **do not** accept debit/credit cards.

If the six (6) day waiting period should need to be waived for good cause by the County Clerk, there is a waiver fee of \$10.00.

Arrangements...

Both applicants must be present.

You must apply for your marriage license at least six (6) days prior to the date of the wedding to meet the requirements of state law. After the six (6) day waiting period, you have thirty (30) days to use the marriage license.

Two (2) witnesses, 18 years of age or older, are needed to witness the marriage and sign the marriage license at the time of the ceremony.

Requirements...

1. If you are an Ashland County resident, you must apply for a marriage license at the Ashland County Clerk's Office. You then can be married in any County in Wisconsin.
2. If you are **not** an Ashland County resident, but live in Wisconsin, you must apply in the County where you have resided for the last 30 days. You can then use the marriage license anywhere in Wisconsin.
3. If you are **not** a Wisconsin resident, you must apply in the Wisconsin County where the marriage will take place.
4. A **certified** birth certificate (with raised seal) from each applicant.
5. Proof of residency is required; i.e. current driver's license, photo ID or utility bill with your current address.
6. Both parties must present us with a Social Security number.
7. No one under the age of sixteen (16) can be married in the State of Wisconsin. Parental/Legal Guardian signature and proof of identity is required for applicants under the age of eighteen (18).
8. If either of the applicants have been married before, a copy of his/her Judgment of Divorce (the divorce judgment must have a signature of the presiding judge), legal Annulment papers, or Death Certificate (whichever applies) must be presented. A party to a divorce may not remarry in Wisconsin within six (6) months after a divorce regardless of where the divorce was granted.
9. The date of the marriage, place where the marriage will take place, and the name, address and phone number of the officiant is required.

NO BLOOD TESTS ARE REQUIRED IN THE
STATE OF WISCONSIN

Attorneys & Reverends who can perform marriages:

Mike Fauerbach (715) 682-9151
David Siegler (715) 682-6442
Phil Sorensen (715) 682-4858
Joe Crawford (715) 682-9449
Danny Halvorson (715) 416-1055

SAMPLE LETTER OF SPONSORSHIP FOR A NON-WISCONSIN RESIDENT MARRIAGE OFFICIANT

Per Chapter 765.17, Wisconsin State Statutes, a letter of sponsorship is required for a **non-Wisconsin resident clergy to perform a marriage ceremony in Wisconsin**. That sponsorship letter must:

- ✓ be written on letterhead from a church or religious denomination that is located within the state of Wisconsin (to substantiate that the church or religious denomination is an actual entity within the state);
- ✓ be addressed to "To Whom it May Concern", be dated and contain the name and signature of the in-state sponsoring officiant;
- ✓ specify that the sponsor is him- or herself an authorized marriage officiant in Wisconsin;
- ✓ specify that the sponsor knows of the out-of-state officiant;
- ✓ state that, to the best of the sponsor's knowledge and belief, the out-of-state officiant is authorized to perform marriages for a religious denomination in the officiant's place of residence.

The out of state officiant keeps the original letter. He or she should provide the couple with a copy. The letter may be used whenever that out-of-state officiant is asked to perform a marriage in this state, as long as that officiant's authority to perform marriages in his or her place of residence has not been revoked. The County Clerk may ask to see the letter or take a copy of it.

SAMPLE LETTER

LETTERHEAD

Date

To Whom It May Concern:

I am currently a (religious title) authorized to perform marriages through (name of church or denomination) in the state of Wisconsin.

In accordance with Chapter 765.17, Wis. Stats., I have been asked to provide a letter of sponsorship for (name of out-of-state officiant) who resides at (mailing address of out-of-state officiant) in order for (him/her) to perform a marriage in this state. I know of this person and, to the best of my knowledge and belief, (name of out-of-state officiant) is authorized to perform marriages by the church or denomination that (he/she) represents and that (name of the out-of-state officiant) is legally able to perform marriages in (state or country of residence of the out-of-state officiant).

Signature of Sponsor

Typed or Printed Name of Sponsor