

MARRIAGE CERTIFICATE/TRANSCRIPT

The Riverhead Town Clerk's Office maintains marriage records for individuals who obtained their marriage license in the Town of Riverhead from 1881 through present.

The only individuals eligible to obtain a marriage certificate include:

- ❖ The Bride, Groom, Spouse.
- ❖ Other individuals who have:
 - Documented judicial or other proper purpose
 - New York State Court Order

Identification Requirements: Applications must be submitted with a copy of one of the following forms of valid photo ID:

- Driver's license
- DMV issued non-driver photo ID card
- Passport
- US Military ID

If the applicant's name on the ID differs from the information on the requested marriage certificate, a copy of the document that authorized the name change must accompany the request, ie: applicant's legal name change paperwork, citizenship papers, naturalization papers or marriage certificate from a different marriage.

Mail Requests will be sent to the address that appears on the photo ID unless an acceptable **Proof of Mailing Address** (current within one year) is included with the application.

PROOF OF MAILING ADDRESS:

Current Utility Bill (electric, phone, water, cable)

Tax Return

Lease or Rental Agreement

Property Tax Receipt/Bill

Other Official Government Mailing

Fee: \$10.00 per certified copy requested. Payment should be made by money order payable to "Riverhead Town Clerk" and mailed to:

**James M. Wooten
Riverhead Town Clerk
4 West Second Street
Riverhead, NY 11901**

TYPE OF RECORD DESIRED (Enter Number of Copies)			
<p>Search and Certified Transcript <input style="width: 40px; height: 20px;" type="text"/> Fee \$10.00 per copy</p> <p>A Certified Transcript is an abstract from the marriage record issued under the seal of the town/city clerk. It includes the names of the contracting parties, their residence at the time the license was issued, date and place of marriage as well as date and place of birth of the bride and groom.</p> <p>A Certified Transcript may be used as proof that a marriage occurred.</p>	<p>Search and Certified Copy <input style="width: 40px; height: 20px;" type="text"/> Fee \$10.00 per copy</p> <p>A Certified Copy includes all of the items of information occurring on the original record of the marriage.</p> <p>A Certified Copy may be needed where proof of parentage and certain other detailed information may be required such as: passports, veteran's benefits, court proceedings, or settlement of an estate.</p>		
Bride/Groom/Spouse			
Name (as recorded on marriage license):			Date of Birth: (or age at time of marriage)
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Birth Name (if different)</i>
If Previously Married, State Name Used at that Time:			Residence (at time of marriage):
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>County</i> <i>State</i>
Bride/Groom/Spouse			
Name (as recorded on marriage license):			Date of Birth: (or age at time of marriage)
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Birth Name (if different)</i>
If Previously Married, State Name Used at that Time:			Residence (at time of marriage):
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>County</i> <i>State</i>
Marriage Information			
Place Where Marriage License Was Issued:	Place Where Marriage Was Performed:	Marriage Certificate No.: (if known)	Local Registration No.: (if known)
<i>Town or City</i> <i>County</i>	<i>Town or City</i> <i>County</i>		
Purpose for which record is required:			Date of Marriage or Period Covered by Search:
In what capacity are you acting?:			Married on or Search from: _____ (mm / dd / yyyy)
What is your relationship to person whose record is required? (If self, state "SELF".)			Search to: _____ (if searching period) (mm / dd / yyyy)
If attorney, give name and relationship of your client to person whose record is required:			
Signature of Applicant ▶		Date:	
Applicant's Phone Number:			
Name of Applicant:		Please print name and address where record is to be sent:	
Address of Applicant:			
<i>City</i>	<i>State</i>	<i>ZIP</i>	<i>City</i> <i>State</i> <i>ZIP</i>