

## **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:

**Diane Wilhelm  
Riverhead Town Clerk  
200 Howell Ave.  
Riverhead, NY 11901**