

## **Marriage License/Civil Union Application Process**

The Marriage/Civil Union license must be obtained from the Registrar in the New Jersey Municipality in which either applicant resides, if one or both is a resident of New Jersey.

If both parties are not residents of New Jersey, the license must be obtained from the Registrar of the Municipality where the ceremony is to be performed **and is only good for use in that municipality.**

**You must schedule an appointment to apply for a license and to pick up the license:**

Monday-Friday: 8:30 AM – 3:00 PM

Both you and your fiancé, plus a witness will need to be present at the Andover Township Municipal Building - Registrar's Office, during your scheduled appointment.

**At the time of your appointment, you must bring:**

1. Cash or check made payable to, 'Andover Township', in the amount of \$28 to cover the filing fee. **We do not accept credit/debit cards.**
2. Photo identification, such as a Driver's License or passport, with the current mailing address for each applicant, as well as your witness.
3. Please be sure to bring the original application with you for your visit.

**Page 1 of the marriage application must be completed and emailed back to the Registrar, 2 days prior to your appointment. Please leave Page 2 of the application blank as it is only to be completed during the appointment, with the Registrar present.**

*If you were previously Married/Domestic Partnership/Civil Union, you do not need to bring any legal documentation. You will only have to provide the date & place of the separation.*

**Before making an appointment, please keep in mind there is a 72-hour waiting period, mandated by the State for license issuance. We do not issue the license on the same day as your visit.**

**Please allow an appropriate amount of time before your ceremony occurs to obtain your license. Once the license is issued, it is valid for 30 days.**

**\*Either applicant or the witness can pick up the license after the 72-hour waiting period\***

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