

APPLICATION FOR CERTIFIED COPY OF MARRIAGE CERTIFICATE

A new Law effective January 1, 2010 changed the way certified copies of marriage certificates are issued. Certified copies to establish the identity of a registrant can be issued only to authorized individuals, as indicated below. All others may receive Certified Informational Copies that are not valid to establish identity.

Fees: \$15 per copy (payable to the LAKE County Recorder).

<input type="checkbox"/> I would like a Certified Copy . This copy will establish the identity of the registrant (To receive a Certified Copy you must indicate your relationship to the registrant by selecting from the list below AND complete the attached Sworn Statement declaring that you are eligible to receive the Certified Copy. Your signature on the Sworn Statement must be acknowledged by a Notary Public if the application is submitted by mail,	<input type="checkbox"/> I would like a Certified Informational Copy . This document will be printed with a legend on the face of the document that states, " INFORMATIONAL, NOT A VALID DOCUMENT TO ESTABLISH IDENTITY. " (A sworn statement does not need to be provided.)
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NOTE: Both documents are certified copies of the original document on file with our office. With the exception of the legend, the documents contain the exact same information

To receive a Certified Copy I am:

<input type="checkbox"/> The registrant (one of the parties listed on the marriage certificate) <input type="checkbox"/> Parent or legal guardian of the registrant. <input type="checkbox"/> A member of a law enforcement agency or a representative of another governmental agency, as provided by law, who is conducting official business. (<i>Companies representing a government agency must provide authorization from the government agency.</i>) <input type="checkbox"/> A child, grandparent, grandchild, sibling, spouse, or domestic partner of the registrant. <input type="checkbox"/> An attorney representing the registrant or the registrant's estate, or any person or agency empowered by status or appointed by a court to act on behalf of the registrant or the registrant's estate. (If you are requesting a Certified Copy under a power of attorney, please include a copy of the power of attorney with this application form.)	Current Driver's License or# _____ Picture ID and Date of Exp., _____
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DO NOT COMPLETE THE REST OF THIS FORM BEFORE READING THE DETAILED INSTRUCTIONS ON PAGE 3.

APPLICANT INFORMATION (PLEASE PRINT OR TYPE)

Printed Name and Signature of Person Completing Application		Today's Date	Telephone Number ()	
Address - Number, Street	City		State	ZIP Code
Name of Person Receiving Copies, if Different From Above	No. of Copies	Amount Enclosed	Purpose of Request	
Mailing Address for Copies, If Different From Above	City		State	ZIP Code

**MARRIAGE CERTIFICATE INFORMATION (PLEASE PRINT OR TYPE)
NAMES OF BOTH PARTIES TO THE MARRIAGE**

First Name	Middle Name	Last Name
First Name	Middle Name	Last Name
Date of Marriage- Month, Day, Year	County Where License was Issued	County of Marriage

FOR OFFICIAL USE ONLY					
Date copy issued	Clerk Initials	Receipt #	Certificate #	Type Issued: <input type="checkbox"/> Certified <input type="checkbox"/> Informational	Order Method: <input type="checkbox"/> In Person <input type="checkbox"/> Mail

SWORN STATEMENT

I, _____, declare under penalty of perjury under the laws of the State of California,
 (Applicant's Printed Name)

that I am an authorized person, as defined in California Health and Safety Code Section 103526 (c), and am eligible to receive a certified copy of the birth, death, or marriage certificate of the following individual(s):

Name of Person Listed on Certificate	Applicant's Relationship to Person Listed on Certificate (Must Be a Relationship Listed on Page 1 of Application)

(The remaining information must be completed in the presence of a Notary Public or CDPH Vital Records staff.)

Subscribed to this _____ day of _____, 20____, at _____,
 (Day) (Month) (City) (State)

 (Applicant's Signature)

Note: If submitting your order by mail, you must have your Sworn Statement notarized using the Certificate of Acknowledgment below. The Certificate of Acknowledgment must be completed by a Notary Public. (Law enforcement and local and state governmental agencies are exempt from the notary requirement.)

CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of _____)

County of _____)

On _____ before me, _____, personally appeared _____,
 (insert name and title of the officer)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct

WITNESS my hand and official seal.
 (SEAL)

 SIGNATURE OF NOTARY PUBLIC

INSTRUCTIONS:

1. As of January 1, 2010, **ONLY** individuals who are authorized by Health and Safety Code Section 103526 can obtain a **Certified Copy** of a Marriage Record. (Page 1 of the application identifies the individuals who are authorized to make the request.) All others may receive a **Certified Informational Copy** which will be marked, "**Informational, Not a Valid Document to Establish Identity**".

2. Complete a separate application form for each record of public marriage certificate requested.

3. Complete the **Applicant Information** section on the first page of this form and provide your signature where indicated. Provide all the information you have available to identify the record of the registrant under **Marriage Certificate Information**. If the information you furnish is incomplete or inaccurate, it may be impossible to locate the record.

4. **SWORN STATEMENT:**

- The authorized individual requesting the certified copy must sign the attached Sworn Statement, declaring, under penalty of perjury, that they are eligible to receive the certified copy of the marriage record and identify their relationship to the registrant.
- If the application is being submitted by mail, your signature on the Sworn Statement **must be** acknowledged by a Notary Public. (To locate a Notary Public, see your local yellow pages or call your banking institution.).
- Any member of a law enforcement agency or a representative of a state or local government agency, as provided by law, who orders a copy of a record to which subdivision (a) applies in conducting official business is required to complete the Sworn Statement, however, they may not be required to have their signature on the Sworn Statement acknowledged by a Notary Public.
- If the application is being submitted in person at the County Clerk's Office, the Sworn Statement **must be signed by you in the presence of County Recorder staff, and your signature does not have to be acknowledged by a Notary Public. You must also provide valid photo identification to the County Recorder staff at the time you apply for the copy.**
- A Sworn Statement does not need to be provided if you are requesting a Certified Informational Copy of the marriage record.

5. Submit \$15 for **each** certified copy requested. If no record of the marriage is found, the \$15 fee will be retained for searching the record (as required by law) and a Certificate of No Public Record will be issued to the applicant. Indicate the number of certified copies you wish and include the correct fee(s) in the form of a personal check, postal or bank money order (International Money Order for out-of-country requests) made payable to the **LAKE County Recorder**. Mail this application with the fee(s) and a self-addressed stamped envelope to:

Lake County Recorder
255 North Forbes Street
Lakeport CA 95453
(707) ~~263-2293~~

Additional applications on available on our website at www.co.lake.ca.us

MARRIAGE CERTIFICATE

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