

TOWNSHIP OF MOORESTOWN
Office of Vital Statistics

**Instructions for Application for a
Marriage or Civil Union License**

Where application shall be made:

1. If the couple are residents of New Jersey, the application is to be made in the municipality where either resides.
2. If neither are residents of New Jersey, the application is to be taken in the municipality where the ceremony is to be performed.

What should you bring with you, when you apply for your license:

1. If you are divorced, had your marriage annulled or have dissolved a former civil union or domestic partnership, bring the divorce decree, civil annulment documents or dissolution papers, whichever is pertinent.
2. Death certificate, if your former spouse/partner is deceased.
3. A photo driver's license and birth certificate (w/raised seal) or any two of the following documents: drivers license without photo, passport or state I.D.
4. Proof of your residency (driver's license as proof is satisfactory).
5. Your social security card or social security number, as per NJSA 37:1-17. (Your social security number is not subject to Right to Know laws and will be kept confidential.)
6. A witness (18 years or older) who knows both the male and female applicants.
7. A \$28.00 fee (payable when picking up license, not at time of application)

General Information

If any documents are in a foreign language they must be accompanied by an English translation.

There is a 72 hour waiting period between the filing of the application and the issuance of the license. This 72-hour waiting period begins at the time the application is filed with the Local Registrar.

The application is valid for six months from the date accepted, unless the registrar has granted prior approval to extend the validity of the application to a maximum of one year. Only one license may be granted from an application. If the license expires prior to being used, a new application must be made and a \$28.00 license fee charged (again). The only exception to this requirement is in the case where a civil and religious ceremony are to be performed on the same day. In this case, photocopy the application marking one "A" and one "B", issue the corresponding licenses, marking them "A" and "B" as well.