

OBTAINING A MARRIAGE LICENSE

You may obtain a marriage license from the City Clerk's Office at the following address:

City Clerk
Newburyport City Hall
60 Pleasant Street
Newburyport, Massachusetts 01950
Tel: (978) 465-4407
Fax: (978) 462-7936
clerk@cityofnewburyport.com
www.cityofnewburyport.com

The City Clerk's Office accepts marriage license applications during the following times:

Monday-Wednesday 8:00 AM – 3:30 PM

Thursday 8:00 AM – 6:30 PM

Friday 8:00 AM – 11:30 AM

The application process takes approximately 20 minutes to complete.

The fee is \$30.00. The City accepts credit card (fees are applied), checks, money orders or cash. Checks should be made payable to "City of Newburyport."

If you have been divorced you do not have to file divorce papers, but your divorce must be final at the time of the application.

To apply for a marriage license, both applicants must appear together at the City Clerk's Office and bring the following:

- Photo ID for each applicant.
- Social Security number for each applicant who has been issued one. Federal statutes require the collection of Social Security numbers at the time of application. You do not need to bring your Social Security Card; just have the number available.
- For each applicant under 18 years old, a Court Marriage of Minor Order must be obtained from the probate court or district court where the minor resides. The applicant must appear in court with his or her partner and his or her parent, and obtain a judge's permission to marry, before applying for the marriage license. For each such applicant, bring a certified birth record and the court order showing the judge's permission to marry.

There is no longer a requirement for a medical certificate, or any blood work.

Once the application for a marriage license is complete, the license will be issued 3 days later (licenses applied for Monday can be picked up Friday; licenses applied for Friday can be picked up Tuesday). It can be picked up by anyone at the City Clerk's Office. Note that City Hall closes early on Fridays, so licenses should be picked up by 12:00 Noon.

If you want to waive the 3 day waiting period, you must bring an approved Court Petition for a Marriage Without Delay showing a judge's permission to waive the waiting period. The Essex County Probate Court is one court that issues these petitions.

The license is valid for 60 days from the day you originally apply and may be used in any city or town within the state. The license cannot be used outside of the state.

Out of State clergy may perform the ceremony in Massachusetts if an authorization has been obtained prior to the ceremony from the Secretary of State's Office (McCormack Building, Public Records Division, Department of the State Secretary, One Ashburton Place, Room 1701, Boston, 617-727-2836). The marriage license will not be registered unless the required authorization is enclosed with the license.

The person who performs the ceremony must complete and sign the license in black ink only, and return it to the city or town where it was issued. That city or town is the only place where the license will be registered.