

*PROCEDURE FOR MARRIAGE LICENSES
DURING COVID 19*

Please be careful to follow instructions completely

1. We will Fax, Mail or Email the worksheet to you.
2. You **must** complete all areas and mail, email or fax back with copies of photo ID.
3. Date of marriage, location of ceremony and officiator must be available prior to sending the worksheet back to the TC office.
4. Once worksheet is received, we will prepare the license.
5. We will call you and arrange a time to meet on a Thursday morning, outside the building. (Parking lot)
6. You both **must** wear a mask **and** gloves and bring your own **BLACK** pen.

Fees: \$50.00 marriage license (**CHECK ONLY**)

or

\$70.00 marriage license and certified copy to be sent to you.
(CHECK ONLY)