MARRIAGE LICENSE
APPLICATION REQUIREMENTS
PURSUANT TO O.R.C §3101.05

The Clermont County Probate Court issues marriage licenses to Clermont County, Ohio residents who wish to marry within the State of Ohio. and for those out of state residents wishing to marry in Clermont County, Ohio.

THE FOLLOWING ARE REQUIREMENTS FOR EACH APPLICANT TO OBTAIN A MARRIAGE LICENSE

1) If an applicant resides in Ohio. one or both must be a resident of Clermont County, Ohio.
2) If neither applicant is a resident of the State of Ohio, an application may be made in Clermont County, Ohio, as long as the marriage will take place in Clermont County.
3) The marriage license is valid for **sixty (60)** days from the application date.
4) Each applicant must be eighteen (18) years of age or older. If either applicant is under the age of eighteen (18) years, please contact the Clermont County Juvenile Court at (513) 732-7696 for further information regarding additional requirements for a minor to obtain a marriage license.
5) **Both applicants must be present for the application at the same time**.
6) Cost is $70.00 cash. credit or debit card (convenience fees will apply to any credit or debit transaction). **THE FEE IS NON-REFUNDABLE.**

REQUIRED DOCUMENTATION

1) Each applicant must bring a valid picture ID.
2) Each applicant must provide their Social Security number, if they have one. Social Security numbers are held in confidence. It is not necessary to bring your Social Security card if you know your Social Security number.
3) If your current address is not on your valid picture ID, please provide proof of residency by way of a utility bill, other bills, or documents in your name reflecting the present address. Both applicants must show proof of their current address.
4) If either applicant was previously married and the marriage ended by Divorce/Dissolution, a CERTIFIED copy of your most recent Divorce/Dissolution Decree must be presented to the Court.
5) If either applicant has been previously married and that marriage ended as a result of a death of a spouse, a CERTIFIED copy of the Death Certificate of the deceased spouse must be presented to the Court.
6) If either party has had a legal change of name, you must have a CERTIFIED copy of the Journal Entry from the Court.

ADDITIONAL INFORMATION

1) The Probate Court is located at 2379 Clermont Center Drive, Batavia, Ohio. The hours of operation are Monday through Friday. except holidays, 8:00am – 4:00pm. Closed from 12:00pm – 1:00pm for lunch.
2) No waiting period or blood test is required to issue the marriage license.
3) **Who may solemnize a marriage? (Ohio Revised Code §3101.08)**
   An ordained or licensed Minister of any religious society or congregation within the State of Ohio, licensed to perform marriages, a Judge of a County Court, an authorized Judge of a Municipal Court, the Mayor of a municipal corporation in any County in which such municipal corporation wholly or partly lies, the Superintendent of the State School for the Deaf, or any religious society in conformity with the rules and regulations of its church, may perform the marriage ceremony.
4) The license to perform marriages is obtained through the office of the Ohio Secretary of State. You may check valid licensure to marry by calling 1-877-767-6446 or online at www.sos.state.oh.us.
5) The person solemnizing the marriage shall return the certificate that the marriage was performed to the Probate Court within **thirty (30) days** after the marriage. The certificate must be returned to the Clerk to make the marriage valid.
6) Certified copies of the marriage license are available at $3.00 each and are only issued after the certificate has been returned and docketed.
7) Applicants who are members of law enforcement and other qualifying professions may have their addresses restricted from the public record upon request of the applicant.
8) Any applicant who does not speak or understand English must have a translator when applying for a marriage license. The translator must be at least 18 years of age, cannot be related to either applicant, and must have a valid government-issued, picture ID. In addition, translation of any foreign document must be provided on business letterhead from a professional translator. At the time of application, the original foreign document and the translation must be provided.