



County of Eau Claire  
OFFICE OF COUNTY CLERK  
721 Oxford Avenue, Suite 3350  
Eau Claire, Wisconsin 54703  
Phone (715) 839-4801

## **APPLYING FOR A MARRIAGE LICENSE IN EAU CLAIRE COUNTY**

If you meet the following requirements, please call **(715) 839-4801** to set up an appointment to apply for your marriage license during the hours 8:00 AM and 4:00 PM, Monday – Friday (excluding holidays).

### **WHEN / WHERE TO APPLY:**

A couple wanting to get married in Wisconsin can apply at any County Clerk’s office in Wisconsin and the license would be valid anywhere in Wisconsin. Applying for a marriage license must be done at least 3 calendar days but not more than 63 calendar days before the ceremony. The license is issued 3 days after the day that you apply, then the license must be used within 60 days.

### **AGE REQUIREMENTS:**

No one under the age of 16 can get married in Wisconsin, regardless of circumstances. An applicant between the ages of 16 and 18 must obtain the consent of his/her parents or legal guardians. If both parents are deceased, the appointed legal guardian must sign.

**Below is a list of all documentation and personal information you will need to apply for a Marriage License in Wisconsin. Please bring them to your scheduled appointment.**

**Photo ID** (Driver’s License, State Issued Photo ID, Passport)

**Proof of Residency** – where you have lived for the last 30 days (on ID, dated mail, utility bill, lease agreement, etc.)

**Previous Marriage Dissolution Dates**

**Judgment of Divorce with Judge’s Signature,**

*[OR]* **Certified Divorce Certificate**

*[OR]* **Legal Annulment**

*[OR]* **Death Certificate**

**Certified Birth Record** (Not from hospital.) Must be issued by state or county with raised seal or colored background **[OR]** Passport if born **OUTSIDE** of the US

**\*Mother’s full birth name**

**\*Father’s full birth name**

**Social Security Number**

**Date of Marriage**

**Ceremony Location (county and city/town/village)**

**Officiant Name, Address & Phone Number**

---

---

---

**Payment** (cash / local check / credit or debit card)



County of Eau Claire  
OFFICE OF COUNTY CLERK  
721 Oxford Avenue, Suite 3350  
Eau Claire, Wisconsin 54703  
Phone (715) 839-4801

### **PROOF OF IDENTIFICATION AND RESIDENCE:**

Both applicants must apply in person and present photo identification such as a driver's license, passport, alien card, or a school ID.

Both applicants must present proof of current address. A driver's license, ID card, lease agreement, bank statement or a bill may be used if it contains a current address.

### **MARITAL STATUS:**

If either applicant has been previously married, a signed and dated copy of the divorce decree, certified divorce record, annulment or death certificate from the most recent marriage must be presented. A divorced person may not remarry until 6 months after the granting of the Judgement of Divorce regardless of where the action took place.

### **CERTIFIED BIRTH CERTIFICATE\*:**

Both applicants MUST present a *CERTIFIED BIRTH RECORD*. A birth record is obtained from the county or state in which the birth occurred. ***Hospital-issued certificates, photocopies, faxed copies, and notifications of birth registration are not birth records and are therefore unacceptable.*** In Wisconsin you can get your birth record if born in Wisconsin from any county Register of Deeds office.

**\*Passport may be used for someone NOT born in the United States.** If a passport is used, please provide parents full birth names for the application

### **SOCIAL SECURITY NUMBER:**

Applicants need to provide their Social Security numbers. We do not need to see the card.

### **WEDDING DETAILS:**

Applicants will be asked the date of the wedding, location the wedding will take place (county and city, village, or township), and the officiant's name, address, and phone number.

### **FEES:**

The marriage license fee is \$95.00 payable with cash, local check, or debit/credit card (subject to convenience fee). There are no refunds, and we cannot accept out-of-state checks. **A waiver for the 3-day waiting period may be issued for an additional \$10.00 fee.**

### **COURTHOUSE MARRIAGES:**

The Eau Claire County Family Court Commissioner performs marriages in the Courthouse at no charge. An appointment may be made by calling (715) 839-6029. A listing of additional court commissioners can be found on the Eau Claire County website at [www.co.eau-claire.wi.us](http://www.co.eau-claire.wi.us) under [Our Government / Quick Links / Marriage License](#).