

# SAN FRANCISCO COUNTY CLERK PUBLIC MARRIAGE LICENSE APPLICATION

**PLEASE READ THIS INSTRUCTION PAGE BEFORE COMPLETING THE APPLICATION - NO REFUNDS ONCE MARRIAGE LICENSE IS ISSUED (APPLICATION ON REVERSE SIDE)**

By signing this application, you are stating under penalty of perjury the information provided is true and correct, you are currently an **unmarried couple**, and there is no legal objection to the marriage. Check the license for witness and solemnization requirements. Marriage licenses are valid for 90 days from the date of issuance for a marriage anywhere in California. You must be married on or after the issuance date, and on or before the expiration date of the license. Licenses not used within this timeframe are void. The appropriate fee may be paid by cash, debit, or pre-printed check with account holder's name payable to the SF County Clerk. The fee for a certified copy of the marriage is not included in the fee for the marriage license. **No refunds are given for marriage licenses issued.**

**OPTIONAL:** Groom and Bride check boxes are used to identify the parties to the marriage as Groom, Bride, both, or neither as each party wishes and cannot be changed once the marriage license is issued.

**NEW NAMES AFTER MARRIAGE: "New Name(s)"—Law applying to middle and last names (items 30B, 30C, 31B, and 31C) OPTIONAL:** Pursuant to Family Code Section 306.5 (the "Name Equality Act of 2007"), at the time of application for a marriage license, one or both parties to the marriage may choose to change their middle or last names, or both, by entering the new name(s) on the marriage license application.

Parties may adopt any of the following **middle names**: (1) the current last name of either spouse; (2) the last name of either spouse given at birth; (3) a hyphenated combination of the current middle name and the current last name of the person or spouse; or (4) a hyphenated combination of the current middle name and the last name given at birth of the person or spouse.

Parties may adopt any of the following **last names**: (1) the current last name of the other spouse; (2) the last name of either spouse given at birth; (3) a name combining into a single last name all or a segment of the current last name or last name of either spouse given at birth; or (4) a hyphenated combination of last names. **NOTE: First names may not be changed on the marriage license. In addition, the new middle and/or last name on the marriage certificate may not be changed after the certificate is issued. An amendment may be issued only to correct a clerical error in the new name field(s) on the marriage license. It is your responsibility to review all the printed information on the marriage license carefully. A certified copy of the marriage certificate containing the new name, or retaining the former name, shall constitute proof that the use of the new name or retention of the former name is lawful [FC § 306.5(b)(4)(a).**

It is unlawful for our employees to answer questions of a legal nature. County Clerk staff cannot advise you how to complete the marriage license application as it relates to your entry of a new name or retention of your former name on the marriage license application. For your protection, if you have *any* questions regarding whether you should or should not list your new name on the marriage license application, and/or how the Name Equality Act of 2007 may affect you, please contact state, federal or private agencies to verify their requirements or consult an attorney prior to applying for your marriage license.

<b>TYPE OF PUBLIC LICENSES AVAILABLE:</b>	<p><b>PUBLIC: <u>License and Certificate of Marriage (VS 117)</u></b> — This is the standard marriage license. This type of marriage license requires the signature of at least one witness and one person solemnizing the marriage.</p> <p><b>NON-CLERGY: <u>License and Certificate of Marriage for Denominations Not Having Clergy (VS 115)</u></b> — This type of license is used for the recording of marriages for members of religious societies or denominations that do not have clergy for the purpose of solemnizing a marriage.</p> <p><b>DECLARED: <u>License and Certificate of Declaration of Marriage (VS 116)</u></b> — This type of license is used for the recording of a marriage that was licensed and occurred over one year ago; however, no official record exists.</p>
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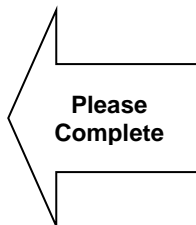
**PRIVACY NOTIFICATION**

The information requested for the marriage certificate is authorized and required by Division 102 of the Health and Safety Code, and related provisions within the Civil Code, Code of Civil Procedures, and Government Code. Civil Code Section 1798.9 et seq. requires each state agency to provide this notice to individuals completing this form.

The principal purpose for this record is:

1. To establish a permanent record that is legally recognized as prima facie evidence of the facts stated therein for each marriage occurring in the State of California.
2. To provide individuals with certified copies from the records to serve their personal needs, such as securing passports and applying for social security or death benefits.
3. To provide information to health authorities and other qualified persons with a valid education or scientific interest in demographic and epidemiological studies for health and social purposes.
4. This information is also provided to the National Center for Health Statistics for compiling national reports.

<b>CONTACT INFORMATION PLEASE COMPLETE:</b>
<b>Daytime Phone #:</b> (    ) _____
<b>Email:</b> _____



Office Use Only:			Clerk's Initials:
ML Paid	Yes	No	
Ceremony Paid	Yes	No	

# SAN FRANCISCO COUNTY CLERK PUBLIC MARRIAGE LICENSE APPLICATION

1. A PUBLIC MARRIAGE LICENSE CANNOT BE CHANGED TO A CONFIDENTIAL MARRIAGE LICENSE.
2. PLEASE PRINT. ALL BOXES MUST BE LEGIBLE AND COMPLETED.
3. PLEASE INITIAL NEXT TO ANY CORRECTIONS/CROSS OUTS MADE.

**CHECK/CIRCLE ONE:**     PUBLIC (VS 117)         NON-CLERGY (VS 115)         DECLARED (VS 116)

FIRST PERSON DATA (REQUIRED)						
<b>BRIDE</b> <input type="checkbox"/>	1A. FIRST NAME(S)			1B. MIDDLE NAME(S) (ENTER A DASH "—" IF NO MIDDLE NAME)		
	1C. CURRENT LAST NAME(S)			1D. LAST NAME(S) AT BIRTH IF DIFFERENT THAN 1C (IF SAME ENTER A DASH "—")		
<b>GROOM</b> <input type="checkbox"/>	2. DATE OF BIRTH (MM/DD/CCYY)	3. STATE OF BIRTH (IF BORN OUTSIDE OF U.S., ENTER COUNTRY)	4. ENTER # OF PREV. MARRIAGE(S)/SRDP (IF NONE, ENTER 0)	5A. LAST MARRIAGE/SRDP ENDED BY: <input type="checkbox"/> DEATH <input type="checkbox"/> DISSOLUTION <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A		5B. DATE ENDED (MM/DD/CCYY)
	6. ADDRESS		7. CITY		8. STATE (IF OUTSIDE U.S., ENTER COUNTRY)	9. ZIP CODE
<b>OPTIONAL:</b> <input type="checkbox"/>	10A. FULL BIRTH NAME OF FATHER/PARENT			10B. STATE OF BIRTH (IF BORN OUTSIDE U.S., ENTER COUNTRY)		
	11A. FULL BIRTH NAME (MAIDEN NAME) OF MOTHER/PARENT			11B. STATE OF BIRTH (IF BORN OUTSIDE U.S., ENTER COUNTRY)		

**NAME CHANGE** I have read the instruction page regarding Family Code Section 306.5, the Name Equality Act of 2007 and understand:

- 1) If I do not elect to change my middle name in 30B and/or last name in 30C below, I will have to go to superior court for a legal name change should I decide to change my name in the future;
- 2) A name change on my Marriage License does not automatically change my name with any government agencies or other entities; and
- 3) A new middle and/or last name may not be changed on the marriage license once it is issued, except to correct a clerical error, and this is the last chance to elect a name change on the Marriage License Application.

**INITIAL:** \_\_\_\_\_

NEW MIDDLE AND LAST NAME OF PERSON LISTED IN 1A-1D (IF ANY) FOR USE UPON SOLEMNIZATION OF THE MARRIAGE. (SEE INSTRUCTION PAGE FOR GUIDELINES)	30B. NEW MIDDLE NAME (IF NO CHANGE, ENTER A DASH "—")	30C. NEW LAST NAME (IF NO CHANGE, ENTER A DASH "—")
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SECOND PERSON DATA (REQUIRED)						
<b>BRIDE</b> <input type="checkbox"/>	12A. FIRST NAME(S)			12B. MIDDLE NAME(S) (ENTER A DASH "—" IF NO MIDDLE NAME)		
	12C. CURRENT LAST NAME(S)			12D. LAST NAME(S) AT BIRTH IF DIFFERENT THAN 12C (IF SAME ENTER A DASH "—")		
<b>GROOM</b> <input type="checkbox"/>	13. DATE OF BIRTH (MM/DD/CCYY)	14. STATE OF BIRTH (IF BORN OUTSIDE OF U.S., ENTER COUNTRY)	15. ENTER # OF PREV. MARRIAGE(S)/SRDP (IF NONE, ENTER 0)	16A. LAST MARRIAGE/SRDP ENDED BY: <input type="checkbox"/> DEATH <input type="checkbox"/> DISSOLUTION <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A		16B. DATE ENDED (MM/DD/CCYY)
	17. ADDRESS		18. CITY		19. STATE (IF OUTSIDE U.S., ENTER COUNTRY)	20. ZIP CODE
<b>OPTIONAL:</b> <input type="checkbox"/>	21A. FULL BIRTH NAME OF FATHER/PARENT			21B. STATE OF BIRTH (IF BORN OUTSIDE U.S., ENTER COUNTRY)		
	22A. FULL BIRTH NAME (MAIDEN NAME) OF MOTHER/PARENT			22B. STATE OF BIRTH (IF BORN OUTSIDE U.S., ENTER COUNTRY)		

**NAME CHANGE** I have read the instruction page regarding Family Code Section 306.5, the Name Equality Act of 2007 and understand:

- 1) If I do not elect to change my middle name in 31B and/or last name in 31C below, I will have to go to superior court for a legal name change should I decide to change my name in the future;
- 2) A name change on my Marriage License does not automatically change my name with any government agencies or other entities; and
- 3) A new middle and/or last name may not be changed on the marriage license once it is issued, except to correct a clerical error, and this is the last chance to elect a name change on the Marriage License Application.

**INITIAL:** \_\_\_\_\_

NEW MIDDLE AND LAST NAME OF PERSON LISTED IN 12A-12D (IF ANY) FOR USE UPON SOLEMNIZATION OF THE MARRIAGE. (SEE INSTRUCTION PAGE FOR GUIDELINES)	31B. NEW MIDDLE NAME (IF NO CHANGE, ENTER A DASH "—")	31C. NEW LAST NAME (IF NO CHANGE, ENTER A DASH "—")
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<b>Affidavit</b>	WE, THE UNDERSIGNED, DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT WE ARE UNMARRIED AND THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE AND BELIEF. WE FURTHER DECLARE THAT NO LEGAL OBJECTION TO THE MARRIAGE, NOR TO THE ISSUANCE OF A LICENSE IS KNOWN TO US. WE ACKNOWLEDGE RECEIPT OF THE INFORMATION REQUIRED BY FAMILY CODE SECTION 358 AND HEREBY APPLY FOR A LICENSE AND CERTIFICATE OF MARRIAGE.	
	23. SIGNATURE OF PERSON LISTED IN FIELDS 1A-1D	24. SIGNATURE OF PERSON LISTED IN FIELDS 12A-12D

**FOR OFFICE USE ONLY**

25A. ISSUE DATE – MONTH, DAY, YEAR	1 <sup>st</sup> PERSON ID	F	S	O	25E. LICENSE NUMBER	
	2 <sup>nd</sup> PERSON ID	F	S	O		
BY: _____ DEPUTY						

**CITY HALL CEREMONY DATE/TIME:** \_\_\_\_\_