

TOWN OF SOUTHAMPTON

Main Office

116 HAMPTON ROAD
SOUTHAMPTON, NY 11968

Phone: (631) 287-5740

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OFFICE OF TOWN CLERK SUNDY A. SCHERMEYER

Town Clerk Annex

Phone: (631) 723-2712

Fax: (631) 723-3080

Website:

www.southamptontownny.gov

DOCUMENTATION REQUIRED FOR A MARRIAGE LICENSE

- All documents must be **Certified or Original** documents.
- We do not accept photocopies of ANY documents.
- NOTARIZED documents are not certifications and therefore are not acceptable.

PLEASE BRING THE FOLLOWING DOCUMENTS WITH YOU WHEN YOU COME TO APPLY FOR YOUR MARRIAGE LICENSE:

A. CURRENT FORM OF PICTURE ID (ONE):

(EXPIRED IDENTIFICATION IS NOT ACCEPTABLE!)

1. VALID U.S. DRIVER'S LICENSE.
2. VALID U.S. NON-DRIVER IDENTIFICATION CARD.
3. VALID PASSPORT.

B. PROOF OF AGE (ONE): (both applicants must be 18yrs. or older)

1. ORIGINAL OR CERTIFIED BIRTH CERTIFICATE.
(HOSPITAL BIRTH CERTIFICATES ARE NOT ACCEPTABLE)
2. ORIGINAL OR CERTIFIED BAPTISMAL RECORDS
(MUST CONTAIN DATE OF BIRTH)
3. NATURALIZATION RECORD

C. PROOF OF ACTIVE MILITARY STATUS:

1. MILITARY I.D. CARD

D. PROOF OF ANNULMENT, DIVORCE, or DEATH:

1. ANNULMENT DOCUMENTATION
2. CERTIFIED OR ORIGINAL DIVORCE PAPERS FOR EACH DIVORCE.
(PHOTOCOPIES ARE NOT ACCEPTABLE)
3. CERTIFIED OR ORIGINAL DEATH CERTIFICATE FOR EACH DEATH.

E. \$40.00 CASH OR CHECK MADE PAYABLE TO TOWN OF SOUTHAMPTON.

*****FOREIGN LANGUAGE DOCUMENTS *****

Foreign language documents must have certified English translations, as per New York State Law.

Please contact the Town Clerk's Office for translator references.