

Miami-Dade County-Clerk of Courts Marriage Pre-Application Worksheet

Please complete the following information which is required to process your marriage license. Your Social Security number is required by FSS #741.04. Information noted with an * is required by vital statistics and will not be recorded.

Groom/Spouse Information:

1a. First Name:	1b. Middle Name:	1c. Last Name:
		1d. Maiden Surname (if different):
2a. Residence (City, Town, or Location):	2b. Residence County:	2c. Residence State or Foreign Country:
3a. Date of Birth (Mo., Day, Yr.): _____/_____/_____	3b. State or Country of Birth:	4. Social Security Number:
5. *Race (please check one): <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Other 5a. *Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	6. Did you complete a premarital preparation course? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, please attach the completion form.</i> 7. If Bride/Spouse is not present, explain: _____	
8a. *Number of this marriage: ____ Enter '1' for first marriage and skip 8b and 8c.	8b.*If previously married, enter date ended (Mo., Day, Yr.): _____/_____/_____	8c. *If previously married, check how ended: <input type="checkbox"/> Divorce <input type="checkbox"/> Death <input type="checkbox"/> Annulment

Bride/Spouse Information:

9a. First Name:	9b. Middle Name:	9c. Last Name:
		9d. Maiden Surname (If different) :
10a. Residence (City, Town, or Location):	10b. Residence County:	10c. Residence State or Foreign Country:
11a. Date of Birth (Mo., Day, Yr.): _____/_____/_____	11b. State or Country of Birth:	12. Social Security Number:
13. *Race (please check one): <input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Other 13a. *Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	14. Did you complete a premarital preparation course? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, please attach the completion form.</i> 15. If Groom/Spouse is not present, explain: _____	
16a. *Number of this marriage: ____ Enter '1' for first marriage and skip 16b and 16c.	16b.*If previously married, enter date ended (Mo., Day, Yr.): _____/_____/_____	16c.*If previously married, check how ended: <input type="checkbox"/> Divorce <input type="checkbox"/> Death <input type="checkbox"/> Annulment

General Information:

17a. Mailing Street:	17b. Mailing City:	17c. Mailing State:	17d. Mailing Zip:
18. Telephone:	19. E-mail Address:		
20. Do you want our clerk to marry you today? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, you must be eligible and pay a ceremony fee.</i>			

Miami-Dade County Clerk of Court Marriage Pre-Application Worksheet

OFFICE HOURS AND LOCATIONS:

9:00 A.M. TO 4:00 P.M., MONDAY THROUGH FRIDAY (APPLICANTS ARE REQUESTED TO ARRIVE BY 3:30 P.M.).
NOTE: OFFICE WILL BE CLOSED DURING LEGAL HOLIDAYS.

Central Office:	601 N.W. 1st Court	Room 1900
North Dade Justice Center:	15555 Biscayne Blvd.	Room 100
Martin Luther King Office Plaza:	2525 N.W. 62nd Street	Room 1200(A)
Miami Beach:	1130 Washington Ave.	Room 200
S. Dade Government Center:	10710 S.W. 211th Street	Room 1200
Coral Gables:	3100 Ponce De Leon Blvd.	
Hialeah:	11 East 6th Street	Room 100

MARRIAGE LICENSE SERVICES AND FEES:

Marriage Application	\$ 93.50	Deluxe Marriage Certificate.....	\$ 10.00
Ceremony	\$ 30.00	Wedding Pictures.....	\$ 10.00
Certified Copy.....	\$ 7.00	Certificate of Status Search	\$ 9.00
Search Fee	\$ 2.00	Duplicate	\$ 30.00
Additional Certified Copy Each	\$ 7.00	Amendment	\$ 30.00
Search Fee (per year prior to 1972).....	\$ 2.00	(Amendments Only at Central Office)	

PAYMENTS ARE ACCEPTED IN CASH, VISA, MASTER CARD, AMEX, CASHIERS CHECKS, AND MONEY ORDERS.
 NO **PERSONAL CHECKS** ARE ACCEPTED FOR APPLICATION OR CEREMONY FEE.

MARRIAGE LICENSE INFORMATION:

- BOTH PARTIES (BRIDE/SPOUSE AND GROOM/SPOUSE) **MUST** APPLY IN PERSON.
- A CEREMONY **MUST** BE PERFORMED WITHIN **SIXTY (60) DAYS** OF THE ISSUANCE OF THE LICENSE.
- IF EITHER APPLICANT HAS BEEN PREVIOUSLY MARRIED, **EXACT DATE** OF **LAST** DIVORCE, DEATH OR ANNULMENT MUST BE PROVIDED.
- **IDENTIFICATION PAPERS:** ONE (1) VALID ID IS REQUIRED WITH THE APPLICANT'S **PICTURE, SIGNATURE, AND DATE OF BIRTH.** (DRIVER'S LICENSE, PASSPORT, MILITARY ID, ALIEN REGISTRATION OR STATE OF FLORIDA ID CARDS ARE ACCEPTABLE).
- A SOCIAL SECURITY NUMBER IS ONLY REQUIRED IF ONE HAS BEEN ISSUED TO YOU.

FOR FLORIDA RESIDENTS

- EVERY MARRIAGE LICENSE ISSUED WILL HAVE A 3-DAY WAITING PERIOD. AT THE POINT OF ISSUANCE THE APPLICANTS WILL BE HANDED THE ORIGINAL LICENSE TO TAKE WITH THEM. THE LICENSE WILL STATE THE EFFECTIVE AND EXPIRATION DATE.
- THE COUPLE MAY ELECT TO TAKE A PRE-MARITAL COURSE THROUGH A REGISTERED PROVIDER. BY PRESENTING A COURSE COMPLETION CERTIFICATE THE COUPLE WILL RECEIVE A \$32.50 DISCOUNT AND THE 3-DAY WAITING PERIOD WILL BE WAIVED.
- A LIST OF PROVIDERS MAY BE VIEWED ONLINE OR AT ANY OF THE COURT LOCATIONS LISTED ABOVE. THE COURT DOES NOT PROVIDE THE COURSE.

APPLICANTS 16 OR 17 YEARS OF AGE:

IN ADDITION TO THE ABOVE LISTED REQUIREMENTS, THE FOLLOWING DOCUMENTS MUST BE PRESENTED AT THE TIME OF APPLICATION.

- MINOR'S BIRTH CERTIFICATE SHOWING PARENTS NAMES
- PARENTAL CONSENT MUST BE OBTAINED FROM BOTH PARENTS UNLESS PROOF OF
- SOLE CUSTODY CAN BE PROVIDED BY A DEATH CERTIFICATE, DIVORCE DECREE OR COURT ORDER.

APPLICANTS UNDER 16 YEARS OF AGE MUST CONTACT THE CLERK'S OFFICE.

FOR FURTHER ASSISTANCE AND INFORMATION YOU MAY CALL THE AUTOMATED INFORMATION SERVICE AT (305) 275-1155.

AMERICANS WITH DISABILITIES ACT OF 1990

If you are a person with a disability who needs any accommodation to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain assistance. Please contact the Miami-Dade County Court's ADA Coordinator at 175 N.W. 1st Avenue, Suite 2702, Miami, Florida, 33128, telephone numbers (305) 349-7175 for voice, (305) 349-7174 for TDD and (305) 349-7355 for fax, within two (2) working days of your receipt of this document; if you are hearing or voice impaired, call 711.