

*PROCEDURE FOR MARRIAGE LICENSES
DURING COVID 19*

Please be careful to follow instructions completely

1. We will **Fax, Mail** or **Email** the worksheet to you **OR** you can download it from our website https://bcms-files.s3.amazonaws.com/EzoynNlyL2-1704/docs/clerk/Marriage_Lis_Worksheet_V2.pdf
2. You **MUST** complete all boxes on the form and mail, email or fax back with copies of photo ID. *(for education, please use the number range within the box to indicate the highest grade level attained)*
3. Date of marriage, location of ceremony and officiator name must be available prior to sending the worksheet back to the Town Clerk's office.
4. Once worksheet is received, we will prepare the license.
5. We will call or email you to arrange a time to meet outside the building to finalize the license.
6. You **MUST** wear a mask and bring your own **BLACK** pen to your appointment.

Fees: \$50 marriage license

\$70 marriage license and certified copy that will be sent to you.

Payment: Cash or Check made payable to **Town of Bolton**