



**OFFICE OF THE CITY CLERK
MARRIAGE BUREAU**

FREQUENTLY ASKED QUESTIONS

(Updated August 23, 2021)

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1. When will the Marriage Bureau reopen for walk-in visits?

You can schedule an in-person appointment for a marriage license, marriage ceremony, marriage record, domestic partnership registration, and certificate of non-impediment application at the Manhattan office by going to our website www.cityclerk.nyc.gov.

The Office of the City Clerk does not permit unscheduled walk-in visits currently.

To request an appointment for a commissioner of deeds application please select the link below:

<https://www1.nyc.gov/nyc-resources/contact-cityclerk.page>.

We are currently accepting the following transactions **by mail only**:

- Amendments to marriage records
- Marriage officiant registration
- Oaths of office
- Commissioners of deeds renewals
- Requests for transcripts of City Council proceedings
- Lobbying Bureau transactions

Please allow 4-6 weeks for the processing of incoming mail requests.

Marriage Licenses

2. How can I obtain a marriage license through the City Clerk's office?

You can obtain a marriage license by going to www.cityclerk.nyc.gov. You have the choice of obtaining a marriage license in-person or online through a virtual appointment. Both in-person and virtual appointments must be scheduled in advance.

3. What is the process to obtain a marriage license online through Project Cupid?

To obtain a marriage license, first complete an [online marriage application](#) and obtain a confirmation number. Then, log onto the Project Cupid website to upload your ID, verify each applicant's identity, pay a \$35 license fee, and schedule your appointment for a future date with the City Clerk.

On the day of your scheduled appointment, you will need to: download the Microsoft TEAMS app using a mobile phone, computer, tablet or other similar device and log onto the Project Cupid website. Then, click the link to enter a videoconference with the assigned clerk to complete your marriage license application and receive a digital copy of your marriage license.

4. Who can apply to get a marriage license through Project Cupid?

Any couple that is physically located in the State of New York.

5. Do both of us have to be physically in the same location for a virtual appointment with the City Clerk?

Yes. Both spouses-to-be must be together physically for their appointment.

6. We obtained our marriage license before you closed your office in March, 2020. Do we need to get a new marriage license?

No. All unused marriage licenses obtained during the emergency period, March 7, 2020 through June 24, 2021, will be valid through August 23, 2021. If you have not used your marriage license by end of day on August 23, 2021, you would have to purchase a new marriage license to get married.

Marriage Ceremonies

7. How can I schedule an appointment for an in-person marriage ceremony?

Please go to www.cityclerk.nyc.gov to schedule your appointment for a marriage ceremony. You must have a valid marriage license issued in New York State to have a marriage ceremony solemnized in our office.

8. I want to have a virtual marriage ceremony. Is that possible?

No. Effective June 25, 2021, marriage ceremonies using videoconference technology are no longer permitted. On June 25, 2021, Governor Cuomo rescinded Executive Orders 202 through 202.111 and 205 through 205.3 relating to the COVID-19 State of Emergency. As a result, the City Clerk's Office will not process marriage licenses for virtual ceremonies performed by private officiants after June 25, 2021. All marriage ceremonies performed by private officiants after June 25, 2021, must be conducted in person.

9. How can we have a private marriage ceremony?

You can arrange a private marriage ceremony by finding a marriage officiant through an internet search.

Unfortunately, we cannot assist in arranging a private marriage ceremony. As a government agency we cannot provide recommendations for private marriage officiants.

Persons permitted to officiate a marriage ceremony in the State of New York include: (1) clergy members or ministers of any religion, including reverends, pastors, priests, rabbis, imams, deacons, and cantors; (2) Federal, State and local judges or justices; (3) current members of the State Senate and Assembly; and (4) other officials ([see this website for more information](#)).

10. I had a private ceremony after June 25, 2021, can I still scan and email my signed and completed marriage license to your office for processing?

No. Due to the rescission of Governor Cuomo's Executive Order on June 25, 2021, please be advised that we are starting to return to pre-Covid practices. Therefore, completed marriage licenses with original signatures must be mailed within five days of the marriage ceremony to the Manhattan Marriage Bureau:

Office of the City Clerk
Marriage Bureau
141 Worth Street
New York, NY 10013
Attention: Marriage License Returns

Request for Marriage Records

11. How can I obtain a marriage record?

Please go to www.cityclerk.nyc.gov to schedule your in-person appointment to obtain a marriage record. Alternatively, you can complete the Mail Request for Marriage Records form and check off the box for the appropriate form and enclose a photocopy of your proper identification and a money order in the appropriate amount payable to “The City Clerk”. See the back of the form for the various prices. For example, a standard marriage certificate for domestic use costs \$15 (\$10 for each additional copy). Mail to Office of the City Clerk, 141 Worth Street, New York, NY 10013, attention: Record Room. For more information:

<https://www.cityclerk.nyc.gov/content/marriage-records>.

12. I submitted a mail request for marriage records. When will I receive a response?

We are making every effort to respond within 4 to 6 weeks to all record requests received by mail.

13. I need a certified copy of my marriage certificate to obtain an enhanced driver license. How do I obtain a marriage certificate?

Please be aware that the deadline to obtain an enhanced driver license has been extended by the DHS to May 3, 2023. See response numbered 12 above for instructions on obtaining a marriage record.

14. Can I get an apostille attached to the marriage certificate I received right after my ceremony?

No. To obtain an apostille, you must order a marriage certificate for foreign use (an Extended Certificate) using the [Mail Request for Marriage Records](#) form or schedule an appointment for a marriage record at www.cityclerk.nyc.gov. If you order by mail, please enclose a photocopy of your [proper identification](#) and a money order for \$35 (\$30 for each additional copy) payable to “The City Clerk” and mail to Office of the City Clerk, 141 Worth Street, New York, NY 10013, attention: Record Room.

Remember you will need to take this marriage certificate to the County Clerk for authentication and then to the State Department of New York State where the apostille will be attached.

15. I lost my marriage certificate and need a new copy for a government agency such as the DMV, social security, the US passport office, or DHS. What do I order and how much is the fee?

See response numbered 12 above for instructions on obtaining a marriage record.

Domestic Partnerships and Certificates of Non-Impediment

16. Can I register a domestic partnership or obtain a certificate of non-impediment virtually?

Virtual appointments are not available. You can schedule an in-person appointment for a domestic partnership registration or certificate of non-impediment application at the Manhattan office by going to our website www.cityclerk.nyc.gov.

The Office of the City Clerk does not permit unscheduled walk-in visits currently.

Marriage Officiant Registration

17. Can I register as a marriage officiant by mail?

Yes. Please read the registration of marriage officiant section of our website (<https://www.cityclerk.nyc.gov/content/marriage-officiant-registration>) and print out the application carefully following instructions pertaining to your denomination. If you are concerned about filing your registration on time for the marriage ceremony you plan to solemnize, you may send your request by Federal Express, UPS or Express Mail from the post office. You may insert a prepaid envelope to return your certificate of registration to you in an expedited fashion. Please allow 4 to 6 weeks for processing.

Commissioners of Deeds

18. How can apply to become a Commissioner of Deeds?

We are accepting new applications for commissioners of deeds by appointment only in the Manhattan office. Please submit a request for an appointment here: <https://www1.nyc.gov/nyc-resources/contact-cityclerk.page>. For more information about how to qualify for Commissioner of Deeds, click [here](#).

19. How can I submit a request to renew my Commissioners of Deeds?

We are accepting applications for renewals of commissioners of deeds by mail only. To request a renewal application, please email COD_helpdesk@cityclerk.nyc.gov.

Amendments to Marriage Records

20. How can I amend my marriage record?

We are accepting applications for amendments to marriage records by mail only. Please download the application [here](#) and follow the instructions. For more information:

<https://www.cityclerk.nyc.gov/content/amendments-to-marriage-records>