



**OFFICE OF THE CITY CLERK  
MARRIAGE BUREAU**

**FREQUENTLY ASKED QUESTIONS**

(8/30/22)

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

The Office of the City Clerk does not permit walk-in visits due to ongoing COVID-19 restrictions. All services are by appointment or by mail only. You can schedule an in-person appointment for a marriage license, marriage ceremony, marriage record (in our record room), domestic partnership registration, and certificate of non-impediment by going to our website [www.nyc.gov/cupid](http://www.nyc.gov/cupid).

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 6-8 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.nyc.gov/cupid](http://www.nyc.gov/cupid). 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 an in-person marriage license appointment?**

To schedule an in-person appointment for a marriage license, go to [www.nyc.gov/cupid](http://www.nyc.gov/cupid) and select the option for an in-person marriage license appointment:

**Marriage License (in-person)**

Once you obtain an in-person appointment, please complete an [online marriage application](#) and bring your confirmation number with you to the appointment.

### **4. What is the process to obtain a virtual marriage license appointment?**

To obtain a virtual appointment for a marriage license, first complete an [online marriage application](#) and obtain a confirmation number or go to [www.nyc.gov/cupid](http://www.nyc.gov/cupid) and select virtual marriage license option at [www.nyc.gov/cupid](http://www.nyc.gov/cupid):

**Marriage License (virtual)**

Create an NYC.ID, upload your ID, verify each applicant's identity, and schedule your appointment for a future date with the City Clerk. You will pay the fee after you schedule your virtual appointment.

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.

Couples are encouraged to consider an in-person appointment if they can visit one of our five offices.

### **5. Who can apply to get a virtual marriage license?**

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

### **6. 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.

## *Marriage Ceremonies*

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

Please go to [www.nyc.gov/cupid](http://www.nyc.gov/cupid) 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](#)).

## *Requests for Marriage Records*

### **10. How can I obtain a marriage record? 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?**

Please go to [www.nyc.gov/cupid](http://www.nyc.gov/cupid) to schedule your in-person appointment to obtain a marriage record, select option for “Record Room”:

**Record Room (in-person)**

If your record is for a year prior to 1996, please select the Manhattan office for your appointment.

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>.

### **11. I submitted a mail request for marriage records. When will I receive a response?**

We are making every effort to respond within 6 to 8 weeks to all record requests received by mail.

### **12. 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 10 above for instructions on obtaining a marriage record.

### **13. 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.nyc.gov/cupid](http://www.nyc.gov/cupid). 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.

## *Domestic Partnerships and Certificates of Non-Impediment*

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

Virtual appointments are not available for domestic partnership registrations or applications for certificates of non-impediment. 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 [www.nyc.gov/cupid](http://www.nyc.gov/cupid).

## *Marriage Officiant Registration*

### **15. 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 2-4 weeks for processing.

## *Commissioners of Deeds*

### **16. 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](#).

### **17. 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](mailto:COD_helpdesk@cityclerk.nyc.gov).

## *Amendments to Marriage Records*

### **18. 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>