



**OFFICE OF THE CITY CLERK
MARRIAGE BUREAU**

FREQUENTLY ASKED QUESTIONS

(Updated May 3, 2021)

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

The Office of the City Clerk remains closed for walk-in visits. The Manhattan office is open **by appointment only** for domestic partnership registration, commissioner of deeds application and certificates of non-impediment application. The Bronx, Brooklyn, Queens and Staten Island offices remain closed.

Please submit a request for an appointment here for domestic partnership registration, commissioner of deeds application and certificates of non-impediment application only:

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

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

- Marriage certificates (including extended certificates for foreign use, typically used when an apostille is required)
- 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. Can we get a marriage license online? How does that work?

Yes. On April 18, 2020, Governor Cuomo signed Executive Order 202.20 that allows the issuance of marriage licenses, and the solemnizing of marriage ceremonies to be performed utilizing audio-video technology provided that several conditions are met including the requirement that each spouse must present valid photo ID and be physically located in New York State during the video-conference.

Marriage licenses will continue to be issued exclusively on the Project Cupid platform. Limited virtual marriage ceremonies will now be available exclusively on Project Cupid. Please visit nyc.gov/cupid to begin the process.

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

To obtain a marriage licenses, first complete an online marriage application request on the City Clerk's website 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 back 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 here?

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 must be together physically for their appointment.

6. We already obtained a marriage license through Project Cupid but it is expired. Do we need to get a new marriage license?

No. All couples who have an unused marriage license with an expiration date that occurs on or after March 7, 2020 or was obtained during the emergency period can marry within 60 days following the end of the emergency period. The emergency period is currently still in effect.

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

No. All couples who have an unused marriage license with an expiration date that occurs on or after March 7, 2020 or was obtained during the emergency period can marry within 60 days following the end of the emergency period. The emergency period is currently still in effect.

If you would like a virtual marriage ceremony with the City Clerk's Office through Project Cupid AND 1) you have an unused marriage license which was issued in-person at one of the five borough offices of the City Clerk's Office, AND 2) it expired AFTER March 7, 2020, please alert us by emailing your name, your prospective spouse's name and the marriage license number to officeservices@cityclerk.nyc.gov indicating "Pre-March 7 license" in the subject field.

If you have an unused marriage license which was issued in-person at one of the five borough offices of the City Clerk's Office AND it expired BEFORE March 7, 2020, you must obtain a new marriage license through Project Cupid in order to use our virtual marriage ceremony service.

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Marriage Ceremonies

8. May I have a virtual marriage ceremony through Project Cupid?

Due to extremely high demand, effective May 3, 2021 we are offering marriage ceremonies through a lottery system to offer each couple a chance at obtaining a marriage ceremony through the City Clerk's Office.

9. How does the marriage ceremony lottery work?

Each week a lottery will be held for City Clerk virtual marriage ceremony appointments. Any couple who has obtained a marriage license through Project Cupid can enter the lottery for a chance to win. Each week the couple can select up to three available marriage ceremony appointments; any couple that wins one of their selected appointments will be able to schedule a virtual marriage ceremony.

10. I won a date through the lottery, now what?

If you are selected for a virtual marriage ceremony appointment, you will have 48 hours to claim it. The virtual marriage ceremony includes a private two-hour videoconference for up to 250 guests including you and your witness(es). A City Clerk marriage officiant will join the videoconference once you are ready (within that two-hour window) to solemnize your marriage.

11. I did not win the lottery; how can I have a ceremony?

If you did not win the lottery for any of your selected date(s), you will be placed on a waitlist for your selected date(s) and you will be notified if one of the dates becomes available. You may also enter the lottery again until you win a date.

In addition, marriage ceremonies can still be arranged privately. Many couples find a marriage officiant through an internet search.

12. What if I really want to get married on a specific date and I didn't win the lottery?

You can still have a marriage ceremony by arranging a private marriage ceremony. Many couples find 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](#)). When you find a suitable marriage officiant, please refer them to our [guidance for non-city clerk marriage officiants](#) which explains how to perform a marriage ceremony by videoconference.

13. I have a marriage license that was obtained outside of New York City, can I enter the lottery for a chance at winning a virtual marriage ceremony through Project Cupid?

No. Unfortunately, only couples who received their marriage license through the City Clerk's Office can enter the lottery to have a virtual ceremony through Project Cupid. If you wish to have a virtual ceremony you must obtain a new marriage license through Project Cupid. Please note, if the marriage license you obtained outside of NYC is still valid you are free to find a private marriage officiant and have a private marriage ceremony.

14. How can we have a private marriage ceremony?

Many couples find 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](#)). When you find a suitable marriage officiant, please refer them to our [guidance for non-city clerk marriage officiants](#) which explains how to perform a marriage ceremony by videoconference.

15. We received our marriage license before the Marriage Bureau closed in March 2020, and our marriage ceremony was performed (either in person or virtually) by a private marriage officiant outside your office. Should we mail our original hard copy of the completed marriage license to your office?

No. Please scan and email a copy of the completed marriage license to VMLReturns@cityclerk.nyc.gov for processing. Please store the original completed marriage license in a place of safekeeping.

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Request for Marriage Records

16. 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. We are currently only accepting record requests **by mail**.

17. 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.

Please complete the [Mail Request for Marriage Records](#) form and check off the box for the “short” form and enclose a photocopy of your [proper identification](#) and a money order for \$15 (\$10 for each additional copy) payable to “The City Clerk.” 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>.

18. Can I use the marriage certificate I received right after my ceremony in the mail for an apostille?

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. 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.

19. 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?

Use the [Mail Request for Marriage Records](#) form and check off the box for the “short” form and enclose a photocopy of your [proper identification](#) and a money order for \$15 (\$10 for each additional copy) payable to “The City Clerk.” Mail to the Office of the City Clerk, 141 Worth Street, New York, NY 10013, attention: Record Room.

Domestic Partnerships and Certificates of Non-Impediment

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

No. Applicants for domestic partnership registration and certificates of non-impediment may send an email to request a reservation for an office visit in the Manhattan office only.

Since the office remains closed to the general public **no walk-in visits will be permitted**. If you wish to request an appointment for a domestic partnership registration or a certificate of non-impediment, you can submit a request for an appointment here:

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

Marriage Officiant Registration

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

Yes. Please read this 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 officiate, 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.

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Commissioners of Deeds

22. 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](#).

23. 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

24. 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>

Please allow 4 to 6 weeks for processing.