

INSTRUCTIONS TO COMPLETE APPLICATION FOR AN INFORMATIONAL CERTIFIED COPY OF A MARRIAGE CERTIFICATE (\$19.00 PER COPY) in ALAMEDA COUNTY

1	Marriage Certificate Information: Print or type number of copies requested. Print or type party A / name of groom Print or type party B / name of bride as shown on marriage license Print or type date of marriage. Print or type city where license was purchased.
2	Applicant Information: Print or type name of person ordering copy. Print or type street address where copy is to be delivered. We may need to contact you regarding your certificate to order. Print or type telephone number of person ordering copy, including area code. Print or type email address.
3	If you need a certified copy to obtain a driver's license, passport, or to register for insurance coverage, then an informational certified copy of a marriage certificate may not be adequate for your needs. Please refer to information on unrestricted certified copies.
4	Applicant signs and dates application in the appropriate spaces.

NOTE: When ordering by mail, send original application and appropriate fees with check payable to:

Alameda County Clerk-Recorder
1106 Madison Street
Oakland, CA 94607 Telephone: 510.272.6362 Fax: 510.208.9957

**APPLICATION FOR AN INFORMATIONAL CERTIFIED COPY
OF A MARRIAGE CERTIFICATE (\$19.00 PER COPY) in ALAMEDA COUNTY
PLEASE REVIEW THE INSTRUCTIONS BEFORE COMPLETING THIS FORM**

1	<p><u>Marriage Certificate Information</u> Number of copies requested: _____</p> <p>Name of Party A / Groom: _____ Last, First Middle</p> <p>Name of Party B / Bride: _____ Last, (name on marriage license) First Middle</p> <p>Date of Marriage: _____ Month/Day/Year</p> <p>City Where License was Purchased: _____</p>
2	<p>Applicant Information (If ordered online) Confirmation #: _____</p> <p>Name: _____ Last, First Middle</p> <p>Home Address: _____ (P.O. Box not acceptable) Number and Street (Including APT #) City State Zip Code</p> <p>Shipping Address: _____ (If Different from home) Number & Street (Including APT#) City State Zip Code</p> <p>Telephone Number: _(____)_____ Email Address: _____</p>
3	<p>Anyone may obtain an informational certified copy of a marriage certificate. The record is for informational purposes only and may not be used to established identity. Informational copies will have a stamp across the face of the document with the words:</p> <p>“INFORMATIONAL, NOT A VALID DOCUMENT TO ESTABLISH IDENTITY”</p> <p>If you need a certified copy to obtain a driver’s license, passport, or to register for insurance coverage, an informational certified copy of a marriage certificate may not be adequate.</p>
4	<p>APPLICANT SIGNATURE: _____ DATE: _____</p> <hr/> <p>Office use only: Reel/Image _____ Certificate # _____ Paper # _____ Deputy _____</p> <p align="right">Received: _____</p>