

# Marriage Licenses

Available in the Personal Documents Department, on the Ground floor of the  
St. Tammany Parish Justice Center or the Slidell Annex Office

8:30 a.m. - 4:00 p.m., Monday - Friday

(985) 809-8745 (Covington) (985) 643-6969 (Slidell)

- A marriage ceremony using a marriage license purchased in Louisiana must be performed in Louisiana. The ceremony may be performed in a parish other than the issuing parish; however the marriage will be recorded in the parish where the license was issued.
- Applicants must obtain the marriage license at least one (1) day (24 hours) prior to the wedding ceremony. Unused marriage licenses expire 30 days from date and time of issue.
- State law prohibits the marriage of persons who are related by blood or adoption within the fourth degree collateral.
- **Marriage license fee: \$25.00 + \$5.00 per attachment, payable with Cash or Credit/Debit Card.** Attachments include affidavits and attestations, declarations of intent, translations, releases, waivers or orders, judgments of divorce, death certificates, minor's consent forms, and custody documents. Certified copy of Marriage license fee: \$3.50, payable with Cash or Credit/Debit Card.

## REQUIREMENTS FOR BOTH MARRIAGE LICENSE APPLICANTS

- **Identification** (Valid U.S. State issued identification, driver's license, passport or U.S. Military identification). If only one applicant appears to apply, applicant must present a photocopy of the non-present applicant's identification. Appearing applicant must present valid identification for themselves.
- **Birth Certificate** (Official birth certificates/ birth cards with raised seal of state). A person applying for a marriage license, who was born outside of Louisiana and is unable to provide a birth certificate, may be able to obtain an order from a judge waiving the requirement, pursuant to LA.R.S.9:227 & 9:228.
- **Social Security Number** Each party applying for a marriage license must provide their social security number if both parties were born in any state or territory of the United States, or are naturalized citizens of the United States. If an applicant does not have a social security number issued by the United States Social Security Administration because the party is not a citizen or lawful permanent resident of the United States, the party shall present either their valid and unexpired passport from their country of birth OR their unexpired visa, accompanied by Form I-94 issued by the United States, as per LA. R.S. 9:224(A)(6)(a).
- **Residence Address (es)**
- **Parent Information - Mother's Full Maiden Name, Father's Full Name, City & State of Parent's Birth**

## **SIGNATURE REQUIREMENTS**

Effective January 1, 2016, a marriage application is required to be completed in full and signed in ONE of the following ways:

- Both applicants may appear and sign in front of a deputy clerk of court in the parish issuing the license.
- If both applicants are unable to appear and sign in front of a deputy clerk of court, the non-present applicant must appear and sign before a Notary, and the other applicant must appear and sign in front the deputy clerk of court in the parish issuing the license. If only one applicant appears at the Clerk of Court's office to apply for the license, applicant must provide all required documents and information for both parties.
- Both applicants may appear before a Notary and have the application signed. Please note that applications with errors and/or omissions may not be accepted.

**Military exception** - only the appearing applicant is required to sign the application in front of a deputy clerk of court in the parish issuing the license. The present applicant must provide a copy of the non-present applicant's Military ID, along with all other required documentation.

## **ADDITIONAL REQUIREMENTS FOR APPLICANTS AGE 17 AND UNDER**

- Applicants must appear with both parents  
Consent is required from both of the applicant's parents, unless one parent has sole custody. Sole custody documents presented by parents, concerning an applicant, must be certified copies from a court (provisional custody by mandate documents and powers of attorney are not acceptable).
- Parents must be the same as named on the applicant's birth certificate, and must provide current official photo identification to be able to sign consent document.
- For applicants age 15 and under - the marriage license application must be accompanied by written authorization to marry from the judge of the court exercising juvenile jurisdiction in the parish in which the minor resides, or the parish where the marriage ceremony is to be performed, per LA Children's Code, Title XV, Art. 1545, (B). This authorization must be certified by the court.

## **PRIOR MARRIAGE DOCUMENTATION**

If either applicant was previously married, applicant must provide a signed, dated copy of the final decree of divorce for last marriage, or if the former spouse is deceased, a copy of the death certificate naming applicant as surviving spouse.

Copies of foreign language divorce decrees or death certificates must be translated into English and accompanied by the translator's sworn declaration, stating that they are fluent in the language of the original birth certificate, and that the translation is a true and accurate representation of the original.