

**TO OBTAIN A CERTIFIED COPY OF YOUR MARRIAGE LICENSE**

As part of your marriage license packet, you receive an embossed marriage certificate. This is a memento certificate and is not a legal marriage record.

The Department of Motor Vehicles and the Social Security Administration require a certified copy of your marriage record to make a name change.

You may purchase a certified copy of your marriage record through the mail for \$11.75 for the first copy (\$7.75 plus \$4.00 postage and handling) and \$4.00 for each additional copy. If you come into our office a certified copy is \$7.75 and \$4.00 for each additional copy.

**WHEN REQUESTING THE LICENSE, PLEASE INDICATE:**

**Date of wedding:** \_\_\_\_\_

**Party A's name (first, middle, last):** \_\_\_\_\_

**Party B's name (first, middle, last):** \_\_\_\_\_

**NAME AND ADDRESS WHERE THE LICENSE SHOULD BE MAILED:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**COMPLETE THIS FORM AND MAIL WITH PAYMENT TO:  
(CHECK OR MONEY ORDER ONLY)  
CLATSOP COUNTY  
Clerk and Elections Department  
820 Exchange St., Suite 220  
Astoria, OR 97103**

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*For office use only:*

**Received:** \_\_\_\_\_ **Mailed:** \_\_\_\_\_ **# copies:** \_\_\_\_\_ **Payment:** \_\_\_\_\_

**Cash/Check#:** \_\_\_\_\_ **Recording #:** \_\_\_\_\_ **Date Recorded:** \_\_\_\_\_

**Initials:** \_\_\_\_\_