

Information Regarding Your Request for a Marriage Record

To Whom It May Concern:

Regarding your request for a certified copy of a marriage certificate, please note that a **DOH-301** form (attached) must be completed and accompanied with supporting documents establishing a legal right or claim to obtain a certified copy (e.g., copy of valid driver's license), judicial or other proper purpose to obtain a certification. **This application must be notarized if not applying in person.**

Who is eligible to obtain a marriage certificate copy:

- The spouses

- Other persons who have a:
 - Documented judicial or other proper purpose
 - New York State Court Order

The cost for the certified copy is \$10.00, which includes the cost for the search and the certification. Checks should be made payable to the *Town of Montgomery*.

If you should have any further questions regarding this New York State required process, please feel free to contact this office.

Very truly yours,

Tara Stickles, Registrar
Town of Montgomery 110 Bracken Road, Montgomery, NY 12549
Telephone: 845.457.2660
Email: tstickles@townofmontgomery.com

Marriage records maintained in the Town of Montgomery begin in the year 1881 to present.

TYPE OF RECORD DESIRED (Enter Number of Copies)			
<p>Search and Certified Transcript <input style="width: 40px; height: 20px;" type="checkbox"/> Fee \$10.00 per copy</p> <p>A Certified Transcript is an abstract from the marriage record issued under the seal of the town/city clerk. It includes the names of the contracting parties, their residence at the time the license was issued, date and place of marriage as well as date and place of birth of the bride and groom.</p> <p>A Certified Transcript may be used as proof that a marriage occurred.</p>	<p>Search and Certified Copy <input style="width: 40px; height: 20px;" type="checkbox"/> Fee \$10.00 per copy</p> <p>A Certified Copy includes all of the items of information occurring on the original record of the marriage.</p> <p>A Certified Copy may be needed where proof of parentage and certain other detailed information may be required such as: passports, veteran's benefits, court proceedings, or settlement of an estate.</p>		
Bride/Groom/Spouse			
Name (as recorded on marriage license):			Date of Birth: <i>(or age at time of marriage)</i>
<i>First</i> <i>Middle</i> <i>Last</i>	<i>Birth Name (if different)</i>		
If Previously Married, State Name Used at that Time:		Residence (at time of marriage):	
<i>First</i> <i>Middle</i> <i>Last</i>	<i>County</i>		<i>State</i>
Bride/Groom/Spouse			
Name (as recorded on marriage license):			Date of Birth: <i>(or age at time of marriage)</i>
<i>First</i> <i>Middle</i> <i>Last</i>	<i>Birth Name (if different)</i>		
If Previously Married, State Name Used at that Time:		Residence (at time of marriage):	
<i>First</i> <i>Middle</i> <i>Last</i>	<i>County</i>		<i>State</i>
Marriage Information			
Place Where Marriage License Was Issued:	Place Where Marriage Was Performed:	Marriage Certificate No.: <i>(if known)</i>	Local Registration No.: <i>(if known)</i>
<i>Town or City</i> <i>County</i>	<i>Town or City</i> <i>County</i>		
Purpose for which record is required:		Date of Marriage or Period Covered by Search:	
In what capacity are you acting?:		Married on or Search from: _____ <i>(mm / dd / yyyy)</i>	
What is your relationship to person whose record is required? (If self, state "SELF".)		Search to: _____ <i>(if searching period) (mm / dd / yyyy)</i>	
If attorney, give name and relationship of your client to person whose record is required:			
Signature of Applicant		Applicant's Phone Number:	
Date:			
Name of Applicant:		Please print name and address where record is to be sent:	
Address of Applicant:			
<i>City</i>	<i>State</i>	<i>City</i>	<i>State</i>
	<i>ZIP</i>		<i>ZIP</i>