

**MARYANNE MORSE
CLERK OF THE CIRCUIT COURT AND COMPTROLLER
SEMINOLE COUNTY, FLORIDA**

TO: Marriage License Applicants

RE: **INFORMATION FOR OBTAINING A MARRIAGE LICENSE**

LOCATION: Seminole County Courthouse
301 North Park Avenue, Room N101, Sanford, Florida 32771.
(407) 665-4375. Office Hours – 8:00 A.M. to 4:30 P.M., Monday through Friday.

BRANCH: Branch Office at Oak Groves Shoppes
995 North State Road 434, suite 403, Altamonte Springs, Florida, 32714.
(407) 862-5373. Office Hours – 8:30 A.M. to 5:00 P.M., Monday through Friday.

BRANCH: Branch Office at Wilshire Plaza
376 Wilshire Boulevard, Casselberry, Florida 32707.
(407) 830-7337. Office Hours – 8:30 A.M. to 5:00 P.M., Monday through Friday.

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TO MAKE APPLICATION FOR MARRIAGE LICENSE

1. Both applicants must apply in person and must sign application.
2. Applicants must be 18 years of age. *(Refer to information below if under the age of 18.)
3. Applicants must have a valid government issued photo I.D. along with their social security number.
4. If previously married, the date (mm/dd/yy) the last marriage ended is needed. (If the previous marriage ended within the last thirty (30) days, you must present a copy of your Final Judgment or Annulment Order, or a death certificate for your deceased spouse.
5. The fee due upon making application is \$61.00 for applicants who have taken the four (4) hour prescribed premarital class given by a Psychologist, Clinical Social Worker, Marriage and Family Therapist, Mental Health Counselor, or an Official of a recognized religious institution. The certificate of completion of the premarital class must be presented at the time the license is purchased. For applicants choosing not to take the premarital class, the fee of \$93.50 will be due.
6. Florida law provides that a marriage license is valid for sixty (60) days once issued.

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NO MARRIAGE LICENSE shall be issued without an affidavit as to age. *If either applicant is under 18 years of age, but AT LEAST 16 years of age, written consent of both parents, if living, or guardian is required – if minor’s parents are divorced, the consent of the parent with legal custody by Court Order is required. If the minor applicant has been previously married, the foregoing does not apply. If the minor is 16 or 17 years of age and no consent form can be obtained, other exceptions may apply, as provided in Fla.Stat. 741.0405.

PERSONS AUTHORIZED TO SOLEMNIZE MATRIMONY IN FLORIDA include all regularly ordained ministers or elders of the gospel or in communion with some church, or other ordained clergy, and all judicial officers, including retired judicial officers, clerks of the circuit courts, and notaries public of Florida. Before any of these persons shall solemnize any marriage, he or she shall require of the parties a marriage license. Witnesses may attend the ceremony, but are not required.

NOTE: The Clerk of the Circuit Court and Comptroller’s Office performs wedding ceremonies between 8:00 a.m. and 4:00 p.m. Monday through Friday. BRANCH OFFICES: 8:30 a.m. to 4:30 p.m. Monday through Friday. The fee is Thirty (\$30.00) Dollars Cash.

AFTER MARRIAGE IS PERFORMED, license must be returned to the Marriage License Division of the Clerk of the Circuit Court and Comptroller within ten (10) days. Upon receipt of the returned license, the Clerk of the Circuit Court and Comptroller will record the license in the Official Public Records of Seminole County, Florida and forward a certified copy of the marriage license to you AT NO CHARGE. There will be no record of a marriage until the license is recorded. Additional certified copies of the marriage license may be obtained from the Land Records Division of the Clerk of the Circuit Court and Comptroller upon payment of \$3.00 per copy.

FOR ADDITIONAL INFORMATION: Contact Maryanne Morse, Clerk of the Circuit Court and Comptroller, Marriage License Division, P.O. Box 8099, Sanford, Florida 32772-8099, or telephone (407)665-4375.
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