



OFFICE OF THE CITY CLERK

Cassandra Redd
City Clerk

Jeantte Moore
Deputy City Clerk

How to Obtain a Marriage License

Couples seeking to be married must appear in person** to apply for the marriage license. Marriage Licenses are issued Monday - Friday, between the hours of 9:00 a.m. and 3:00 p.m. During the months of July and August, licenses are issued between the hours of 8:30 a.m. and 2:00 p.m.

**** You should email copies of all required documentation to the clerk's office prior to coming in. Once we look over the paperwork, you will be scheduled for an appointment to come in. BOTH spouses must be present on the scheduled appointment and provide originals of all documentation previously emailed** Email to JMoore@cityofpeekskill.com & rurgiles@cityofpeekskill.com**

REQUIRED DOCUMENTATION:

One of the following age-related documents:

- ✓ Original Birth Certificate (**MUST HAVE RAISED SEAL**)
- ✓ Baptismal Record
- ✓ Naturalization Record

AND ONE of the following identity-related documents:

- ✓ Driver's License
- ✓ Passport
- ✓ Employment Picture ID
- ✓ Immigration Record

The fee is \$40.00

If previous marriages existed, you must provide a certified copy of the divorce decree from **all** previous marriages; in the case of death, the death certificate must be provided.

The marriage license is valid for 60 calendar days, beginning the day after it is issued.

If you want the Mayor to perform your wedding ceremony, she needs AT LEAST one week's notice to check her calendar. Please have a

date and time in mind and any back-up dates or times in case she cannot accommodate your first choice.