

COPIES OF MARRIAGE RECORDS

Certified copies and / or plain copies may be obtained in person or by mail.

- ▶ To obtain copies of Carroll County marriage records by mail, please send your written request to:

Clerk of the Circuit Court
Attention: Marriage Records
55 N. Court Street
Westminster, MD 21157

- ▶ Please indicate if one or both spouses is in the military, a veteran and / or a first responder.

Fees and mailing directions:

- ▶ **\$ 5.50** for each certified copy
- ▶ **\$ 0.50** for each plain copy
- ▶ Requests by mail must include:
 - Names of both parties must be those names used at the time of application for the marriage license in question, not those used after the marriage.
 - A return address and the marriage date (*approximate year at the minimum*)
 - Check or money order in the appropriate amount can be made payable to:
"Heather S. DeWees, Clerk"

MD CLERK'S OFFICES OF THE CIRCUIT COURT

Allegany County	301-777-5922
Anne Arundel County	410-222-1397
Baltimore City	410-333-3722
Baltimore County	410-887-2601
Calvert County	410-535-1660
Caroline County	410-386-2026
Carroll County	410-386-8710
Cecil County	410-996-5380
Charles County	410-932-3201
Dorchester County	410-228-0481
Frederick County	301-600-1976
Garrett County	301-334-1937
Harford County	410-638-3426
Howard County	410-313-2111
Kent County	410-778-7460
Montgomery County	240-777-9400
Prince Georges County	301-952-3318
Queen Anne's County	410-758-1773
St. Mary's County	301-475-7884
Somerset County	410-845-4840
Talbot County	410-822-2611
Washington County	301-733-8660
Wicomico County	410-543-6551
Worcester County	410-632-5500



Marriage Licenses, Records & Ceremonies in Carroll County, MD

A CITIZEN'S GUIDE

Heather S. DeWees, Clerk

Circuit Court for Carroll County
55 North Court Street
Westminster, MD 21157

Phone: (410) 386-8760

Website:

<https://mdcourts.gov/clerks/carroll>

Hours of Operation:

Monday-Friday

8:30 a.m. to 4:30 p.m.

(except holidays)



OBTAINING A MARRIAGE LICENSE

Applicants must apply and receive their marriage license in the county in which they are being married.

- ▶ Carroll County applicants **must** be married in Carroll County.
- ▶ Only **one party** need be present to apply. *A valid state issued ID is required for **BOTH** parties.*
- ▶ There is a **\$ 35.00 fee** for the issuance of the license.
- ▶ A license is not effective until 6:00 a.m. on the **2nd calendar day** after the license is issued, unless otherwise specified on the license.
- ▶ The license is issued the same day in which the application is received, and it is valid for **6 months**.
(The parties must be married within 6 months or the license will expire.)
- ▶ If it is not convenient to visit the Clerk's Office in the county where the marriage is to take place, then the parties may apply for a license using a **Non-Resident Marriage License Application-Affidavit Form** (fillable PDF) located on the Clerk's Office of Carroll County website: <https://mdcourts.gov/clerks/carroll>

INFORMATION NEEDED FROM BOTH PARTIES

- ▶ Full Names
- ▶ Physical / Permanent Address
- ▶ Ages
- ▶ State of Birth
- ▶ Social Security Number (*mandatory*)
- ▶ Applicants who have been previously married **must** provide:
 - The state and date of **each** divorce or death of a spouse (*include the month, day & year*)
 - Supporting documents if it has been less than **30 days** since the divorce or death.



**YOUR WEDDING DAY
IS IMPORTANT TO THE
CARROLL COUNTY CLERK'S OFFICE.**

A CIVIL CEREMONY OFFICIATED BY CARROLL COUNTY CLERK'S OFFICE

- ▶ There is a **\$25.00 fee** paid at the time of the wedding ceremony.
- ▶ Appointments should be scheduled at least **24 hours in advance**.
- ▶ Applicants must have a marriage license to schedule a civil ceremony.
- ▶ **Marriage Ceremony Hours:**
9:00 a.m. to 4:00 p.m.
Monday - Friday
(except holidays)
- ▶ The ceremony is performed in the ***newly renovated ceremony room*** or on the Court House grounds.



Featured in *Carroll County Times* 5/9/2019