

State of Iowa Marriage License Instructions

PLEASE READ CAREFULLY BEFORE MAKING APPLICATION

In Iowa, marriage licenses may be applied for only from a County Registrar of Vital Record. These officials also perform County Recorder functions and have offices either in a county courthouse or county administration building. **Marriage licenses issued in Iowa are valid ONLY for marriage ceremonies performed in any county within the boundaries of the State of Iowa by authorized officiates as defined in Code of Iowa, ch. 595.10.**

Marriages in Iowa are between a male and female who are 18 years of age and older and who are not already or still legally married, or who are not closely related by blood or first cousins. Person aged 16 and 17 may only marry with special permission from a judge and should request a "Consent to Marriage of a Minor" form when making application for their marriage license. Complete the form and present it to a judge within the judicial district of the county in which you wish your license issued. The Clerk of District Court office can provide additional information. Return the signed form to the County Registrar in order to complete the Marriage application process.

Person who wish to marry in Iowa, and who meet the above criteria, may complete an "Application for Marriage License in Iowa" form. All items on the application must be completed in order to process the request for a license, including the Affidavit of Competent and Disinterested Person on the reverse side of the application form.

Applications may be obtained from any County Registrar's office, either in person or by mail. Applications, however, must be returned by either of the marrying parties to the county in which the application and marriage certificate are to be filed. The county of license does NOT have to be same county in Iowa in which the marriage ceremony takes place.

Making Application:

1. **Bride and Groom.** Each of you will complete your designated section on the front side of the application form. Also provide your social security number at the bottom of the form. **Type or print legibly. Do not use all capital letters.**

2. **Legal Names.** List your current full legal name before marriage. Also list your legal name as it is to be after the marriage ceremony. The legal name after marriage is notarized at the time of application for the marriage license.

Effective July 1, 1999, chapter 595.5 of the Code of Iowa states that a party may indicate on the application for a marriage license the adoption of a name change. The names used on the marriage license shall become the legal names of the parties to the marriage. The marriage license shall contain a statement that when name change is requested and affixed to the marriage license, the new name is the legal name of the requesting party. An individual shall have only one legal name at any one time.

A name change acquired through marriage does not affect an individual's name as it appears on their birth certificate. The name on the birth certificate is considered the "maiden" name and is requested when establishing a birth record for newborns.

3. **Notarized Signatures.** Each of you must sign, using your current full name, in front of a commissioned notary public who is not a family member. You may complete and sign the form at the county registrar's office at the same time you pick up the application, or use another notary public service

and return the form to the county registrar. By signing, you are attesting that the information you provided on the "Application for Marriage License in Iowa" is correct to the best of your knowledge and belief and that you are legally able to marry.

4. **Affidavit of Competent and Disinterested Person.** A personal, notarized affidavit must also be obtained from someone of legal age who is acquainted with both of you. This person must be unbiased regarding the result of the pending marriage. Relatives may serve as the disinterested person if they meet the criteria,

5. **Fee.** The fee is due upon application in order to process the application. The current fee is \$35.

Marriage License:

Once the completed applications has been received by the county registrar, either the future bride or the groom may pick up the license any time after three business days. IF the license is not picked up within six months from the date of application, the application is considered void.

If application received on a:

Monday
Tuesday
Wednesday
Thursday
Friday

License ready for issuance on:

Thursday
Friday
Monday
Tuesday
Wednesday

Holidays may vary the above schedule slightly. If the parties wish to waive the 3-day waiting period they may request a waiver application form from the county registrar. There is \$5.00 fee to waive the waiting period. Only judge within the judicial district of the county in which you are filing the marriage license may sign the waiver.

After the Ceremony:

you will have each been issued a copy of the marriage license, plus the original state copy of the Certificate of Marriage. The bride and groom information will be filled in on the certificate from; however, the lower portion regarding the marriage ceremony will be left blank and should be completed by the person solemnizing your marriage immediately after the ceremony. **Please write legibly to ensure an accurate recording of your marriage.** Use the legal name you designated and had notarized on your marriage application as your signature.

Within 15 days after your marriage ceremony, the officiate (the person who married you) must return the state copy of the Certificate of Marriage to the County Registrar of Vital Records in the county in which you applied for your license. The officiate should **NOT** affix any kind of seal to the Certificate of Marriage. Once filed and registered, you may obtain a certified copy of your Certificate of Marriage record from either your county registrar or the state vital record office. The current fee for certified copies is \$10.00.

Special Circumstance:

If either party is unable to return the application or pick up the license in person, call the county registrar in the county you wish to file the marriage license and ask if you may make special

arrangements., The county registrar has the right to ask for evidentiary documents supporting your request.

Social Security Card After Name Change:

Included with this instruction sheet is information provided by the Social Security Administration (SSA) for persons who have changed their name through the marriage process. You will need to change your name on your social security records and have a new card issued to you. **There is no cost for this service.** The SSA, however, will ask to see a certified copy of your new Certificate of Marriage, along with their completed application form. Please follow their instructions as detailed in the attached leaflet. Once the SSA returns the certified copy of your marriage certificate to you, keep it in a safe, protected location. There is a \$10 fee to obtain a certified copy of your Certificate of Marriage.

NOTICED REQUIRED BY LAW

Per the Code of Iowa, section 595.3A, "The laws of this state affirm your right to enter into this marriage and at the same time to live within the marriage under the full protection of the laws of this state with regard to violence and abuse. Neither of you is property of the other. Assault, sexual abuse and willful injury of a spouse or other family member are violations of the laws of this state and are punishable by the state."