

Request for a Certified Copy of Marriage Record from the Town/City Vital Records

VS-39M Revised: 9/10/2009

Mail this request to the Town Vital Records office.

New Hartford Town Clerk's Office, P.O. Box 426, New Hartford, CT 06057

PLEASE PRINT

DO NOT MAIL CASH

Groom/Spouse	<u>Full Legal Name Before Marriage</u>		
	First	Middle	Last
Bride/Spouse	<u>Full Legal Name Before Marriage</u>		
	First	Middle	Last
Date of Marriage * (Month/Day/Year)		Town of Marriage	

PLEASE NOTE: In accordance with C.G.S. §7-51A, only the bride, groom or spouse listed on the marriage certificate or other persons authorized by the Department of Public Health, shall be issued a certified copy of a marriage certificate containing the Social Security numbers of the bride, groom or spouse. All other requesters will receive a certified copy of the marriage certificate without the social security numbers.

PERSON MAKING THIS REQUEST:**Name:**

_____	_____	_____
First	Middle	Last

Address:

_____	_____
Number	Street

Town/City: _____ **State:** _____ **Zip Code:** _____**Telephone No.:** _____ **E-Mail Address: (optional):** _____**Relation to Person Named in Certificate** _____**Signature:** _____**The fee for a copy of Marriage Certificate at the State or Town is \$20.00 per copy.****Number of Copies Requested:** _____ **Amount Enclosed: \$** _____

FEE: \$20.00 PER COPY. Remit a Check made payable to the *Town of New Hartford*
(Cash or Check only, credit cards are not accepted)

Mail this request to the *City/Town* (for town contact information, refer to our website at www.ct.gov/dph).

*** Note:** Copies of death or marriage certificates for events that occurred less than 4 months prior to the date of the request should be sent to the Vital Records office in the town of the event. Refer to our website at www.ct.gov/dph for town contact information.

Requesting a Certified Copy of a Marriage Record from Town

To obtain a certified copy of a marriage certificate, you must submit your request to the vital records office of the town where the marriage occurred, the town(s) where the parties to the marriage resided at the time of the marriage, or from the State Vital Records Office.

Who Can Request A Certified Copy Of A Marriage *Certificate*?

A certified copy of a marriage certificate may be purchased for a fee by anyone who is at least 18 years old. All information on the marriage certificate is available to the requester, except the social security numbers of the spouses. Copies of marriage certificates that include the spouse's social security numbers will only be issued to the parties to the marriage. If you are requesting a copy of the marriage certificate with the social security numbers on the certificate, you will need to provide proof of identity that you are one of the parties named on the marriage certificate.

Checklist for Obtaining a Marriage Certificate:

- ☐ Complete the application
- ☐ Include the applicable fee
- ☐ Make sure that you are eligible to obtain the marriage certificate