

City of Amsterdam

Marriage Certificate Requests

Marriage Certificates are available through the City of Amsterdam City Clerk **only** when the original Marriage License was obtained through the City of Amsterdam City Clerk's office. Duplicate marriage certificates are **only** available to the husband or wife listed on the certificate.

IN PERSON

You must have **PROPER IDENTIFICATION**:

Identification Requirements - **either** A or B:

- A.** One (1) of the following forms of valid photo-ID:
- Driver license
 - State issued non-driver photo-ID card
 - Passport
 - U.S. Military issued photo-ID
- B.** Two (2) of the following showing the applicant's name and address:
- Utility or telephone bills
 - Letter from a government agency dated within the last six (6) months

Fee is \$10.00 for each certified marriage certificate.

We accept checks, money orders, credit cards (\$3.00 credit card service fee) and/or cash.

BY MAIL

Complete all the fields on the application, mail along with a copy of your Identification(s) and a \$10.00 check, for each certified marriage certificate, or money order made payable to City of Amsterdam to the following address:

City of Amsterdam
61 Church St.
Amsterdam, NY 12010

Please enclose a self addressed, stamped envelope

****Please be sure that the address listed on your form of identification matches the address on the application form. If they do not match, this will result in a delay in processing your request. ****

TYPE OF RECORD DESIRED (Enter Number of Copies)

<p>Search and Certified Transcript <input style="width: 40px; height: 20px;" type="checkbox"/> Fee \$10.00 per copy</p> <p>A Certified Transcript is an abstract from the marriage record issued under the seal of the town/city clerk. It includes the names of the contracting parties, their residence at the time the license was issued, date and place of marriage as well as date and place of birth of the bride and groom.</p> <p>A Certified Transcript may be used as proof that a marriage occurred.</p>	<p>Search and Certified Copy <input style="width: 40px; height: 20px;" type="checkbox"/> Fee \$10.00 per copy</p> <p>A Certified Copy includes all of the items of information occurring on the original record of the marriage.</p> <p>A Certified Copy may be needed where proof of parentage and certain other detailed information may be required such as: passports, veteran's benefits, court proceedings, or settlement of an estate.</p>
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Bride/Groom/Spouse

Name (as recorded on marriage license):			Date of Birth: <i>(or age at time of marriage)</i>	
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Birth Name (if different)</i>	
If Previously Married, State Name Used at that Time:			Residence (at time of marriage):	
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>County</i>	<i>State</i>

Bride/Groom/Spouse

Name (as recorded on marriage license):			Date of Birth: <i>(or age at time of marriage)</i>	
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Birth Name (if different)</i>	
If Previously Married, State Name Used at that Time:			Residence (at time of marriage):	
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>County</i>	<i>State</i>

Marriage Information

Place Where Marriage License Was Issued:	Place Where Marriage Was Performed:	Marriage Certificate No.: <i>(if known)</i>	Local Registration No.: <i>(if known)</i>
<i>Town or City</i> <i>County</i>	<i>Town or City</i> <i>County</i>		
Purpose for which record is required:			Date of Marriage or Period Covered by Search: <i>Married on or Search from:</i> _____ <i>(mm / dd / yyyy)</i>
In what capacity are you acting?:	What is your relationship to person whose record is required? (If self, state "SELF".)		<i>Search to:</i> _____ <i>(if searching period) (mm / dd / yyyy)</i>
If attorney, give name and relationship of your client to person whose record is required:			

Signature of Applicant	Date:	Applicant's Phone Number:
Name of Applicant:		Please print name and address where record is to be sent:
Address of Applicant:		
<i>City</i>	<i>State</i> <i>ZIP</i>	<i>City</i> <i>State</i> <i>ZIP</i>

Where to Apply for Record of Marriage

1. License Issued in New York State (Outside of New York City)

Year of Marriage	Apply to:
* 1881 to present (\$10.00 per copy)	Town or City Clerk Where license was issued (purchased)
* 1881 to present (\$30.00 per copy) If a state issued copy is required or you are not certain in which city or town outside of New York City the license was issued.	New York State Department of Health Vital Records Certification Unit P.O. Box 2602 Albany, NY 12220-2602 www.health.ny.gov/vital_records/marriage.htm
* 1880 - 1907 and license issued in the cities of Albany, Buffalo or Yonkers.	Albany: City Clerk City Hall - 24 Eagle St Rm 202 Albany, NY 12207 Buffalo: City Clerk 65 Niagara Square Buffalo, NY 14202 Yonkers: City Clerk 40 S Broadway Rm 107 Yonkers, NY 10701

2. License Issued in New York City

Contact the office of the New York City Clerk for information if the marriage license was issued in any of the five boroughs of New York City:

www.cityclerk.nyc.gov

Manhattan	City Clerk of New York 141 Worth Street New York, NY 10013 (212) NEW-YORK / (212) 639-9675
Brooklyn	(also known as Kings)
Bronx	
Queens	(Records prior to 1898 are on file with the New York State Department of Health)
Richmond	(also known as Staten Island) (Records prior to 1898 are on file with the New York State Department of Health)

PLEASE NOTE: Records of marriages in areas of the present City of New York, which were not part of the city at the time of marriage, are on file with the State Department of Health.