



TOWN OF ISLIP  
655 Main St. Islip, NY 11751  
(631) 224-5490

OLGA H. MURRAY

Town Clerk & Registrar

## Marriage License Requirements

**FEES:** \$40.00 payable in cash / personal check / money order  
**OFFICE HOURS:** Monday thru Friday 8:30 a.m. to 4:30 p.m.  
**TUESDAY HOURS:** 4:30 p.m. to 7:30 p.m. *By appointment*

*Marriage licenses are valid 24 hours after issuance, for a period of 60 days*

Identification requirements – As per the New York State Division of Vital Records Two (2) Proofs of Age and Identity are required. Application **MUST** be submitted with originals or certified copies of one document from List A and one from List B; All documents must be submitted from Lists C and D (if applicable);

- A. One (1) of the following forms:
1. Birth Certificate – Original or Certified Copy
  2. Original Naturalization Document
- B. And One (1) of the following:
1. Valid U.S. Driver's License/Valid U.S. Non-Driver's License
  2. Valid Passport
  3. Valid Immigration Record – Can be used as photo I.D. ONLY.  
**\*Does not replace Birth Certificate or Naturalization Papers.**

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**\*\*DOCUMENTS IN ANY LANGUAGE OTHER THAN ENGLISH MUST BE TRANSLATED BY A CERTIFIED TRANSLATOR. THE TRANSLATION MUST BE A FULL AND A COMPLETE TRANSLATION OF THE ENTIRE DOCUMENT INCLUDING THE MEANING OF ANY TITLES, STAMPS OR SEAL. A SUMMARY OF THE DOCUMENT IS NOT ACCEPTABLE. THE TRANSLATION MUST INCLUDE THE TRANSLATOR'S TITLE, POSITION AND QUALIFICATIONS. THE STATEMENT MUST BE SIGNED, DATED AND NOTARIZED.**

**TRANSLATIONS THAT DO NOT MEET ALL OF THE ABOVE QUALIFICATIONS WILL NOT BE ACCEPTED.**

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- C. If divorced, ORIGINAL or SEALED CERTIFIED COPY of divorce papers from ANY country are required when applying for a marriage license. If widowed, a certified copy of the death certificate is required.
- D. If applying for a second or subsequent ceremony you must present the original or certified transcript of your marriage.

Identification requirements for applicants Ages 16 and 17 – Application **MUST** be submitted with ALL of the following;

1. Original Birth Certificate
2. Both parents must be present and give consent
3. Valid picture I.D.
4. Valid picture I.D. of **BOTH** parents

**AGES 14 AND 15 REQUIRE A COURT ORDER**

IS THE WEDDING DATE WITHIN 60 DAYS?		YES	NO	IF YES, BELOW PLEASE GIVE DATE, TIME AND LOCATION:			
Phone Number of Bride/Groom/Spouse:			Mailing Address of Bride/Groom/Spouse: <i>(valid after ceremony)</i>				
BRIDE/GROOM/SPOUSE			BRIDE/GROOM/SPOUSE				
First Name	Middle Name	Last name <i>(current)</i>		First Name	Middle Name	Last name <i>(current)</i>	
Birth Name/Maiden Name, if different:				Birth Name/Maiden Name, if different:			
Last Name after Marriage: <i>(optional)</i>				Last Name after Marriage : <i>(optional)</i>			
Social Security Number:				Social Security Number:			
Current Residence: State & County				Current Residence: State & County			
Current Address: Street, Town & Zip Code:				Current Address: Street, Town & Zip Code:			
Is residence in an incorporated village?		Yes	No	Is residence in an incorporated village?		Yes	No
Age (as of today):				Age (as of today):			
Date of Birth [Month/Day /Year]:				Date of Birth [Month/Day /Year]:			
Employment, usual occupation:				Employment, usual occupation:			
Type of Business or Industry of Occupation:				Type of Business or Industry of Occupation:			
City & State of BIRTH (country if not in USA)				City & State of BIRTH (country if not in USA)			
Father's Name: <i>(First &amp; Last)</i>				Father's Name: <i>(First &amp; Last)</i>			
Father's Country of Birth:				Father's Country of Birth:			
Mother's Birth Name: <i>(First &amp; Last)</i>				Mother's Birth Name: <i>(First &amp; Last)</i>			
Mother's Country of Birth:				Mother's Country of Birth:			
Have you ever been married before, in any state/country?				Have you ever been married before, in any state/country?			
Yes		No		Yes		No	
If yes, what is the number of this marriage? _____				If yes, what is the number of this marriage? _____			
<b>You must supply Final Judgement(s) of Divorce and/or Death Certificates for any and all former marriages</b>				<b>You must supply Final Judgement(s) of Divorce and/or Death Certificates for any and all former marriages</b>			