

Jeffrey S. Martin
Mayor



Public Health
Prevent. Promote. Protect.

Kathleen Fitzgerald, Director
Chris Hellwig, Health Officer

TOWNSHIP OF HAMILTON

DEPARTMENT OF HEALTH, RECREATION, SENIORS, AND VETERANS SERVICES

DIVISION OF HEALTH – 2100 Greenwood Avenue, Hamilton, NJ 08609 *Office (609) 890-3826 *Fax (609) 890-6093

MARRIAGE LICENSE/CIVIL UNION INFORMATION

WHO SHOULD APPLY IN HAMILTON TOWNSHIP?

- Applicant(s) who reside in Hamilton Township (Mercer County). The license is valid throughout New Jersey; or
- Applicants who are from out of state & the ceremony will take place in Hamilton Township. The license will only be valid in Hamilton Township, Mercer County.

WHERE TO APPLY?

Hamilton Township Health Department—Vital Statistics—2100 Greenwood Avenue Hamilton, NJ 08609 (farthest right door with blue sign that says “DIVISION OF HEALTH ENTRANCE.”) Call 609-890-3826 or 609-890-3820 once you have wedding date, location and officiant booked.

*applications take approximately 30 minutes to complete

PERSONS REQUIRED TO BE PRESENT FOR LICENSE APPLICATION:

Both applicants and one (1) witness who is 18 years of age or older (with VALID I.D. driver’s license or passport)

REQUIRED ITEMS AT TIME OF APPOINTMENT:

1. Completed application (New Jersey, REG-77 APR19) can be obtained on state website, township website or in office. **DO NOT SIGN APPLICATION BEFORE APPOINTMENT** ***please be advised if application is not legible; this office will require the applicant(s) to resubmit at time of appointment*
2. Valid driver’s license with current Hamilton Township address or valid passport*(must show proof of residency) *****consular/matricular I.D.’s are not acceptable forms of identification*****
3. Social Security Number of both applicants *****your social security number is required by law for US citizens and will be kept confidential***
4. *Proof of residency (i.e. Current utility bill, bank statement, car registration or car insurance)
5. \$28.00 application fee (cash exact change, money order, or debit/credit (non-refundable) *****there is a 2.9% service charge for all debit/credit card transactions***
6. If previously married, must provide the date and location of either divorce or death.
7. Applying for a **remarriage license**: ITEMS 1-5 needed in addition to original marriage certificate.

ADDITIONAL INFORMATION NEEDED WHEN APPLYING:

1. Couple must know parents place of birth
2. Mother’s maiden name
3. Name, title, address and phone of the person performing ceremony *****officiant is NOT an acceptable title (i.e. minister, pastor, judge, mayor etc. are acceptable titles)***
4. The officiant cannot be the witness when applying for a marriage and/or civil union license

WHEN TO APPLY AND WAITING PERIOD AFTER FILLING OUT APPLICATION:

It is recommended to make an appointment 1-3 weeks **before** your ceremony. **Please call 609-890-3826 or 609-890-3820 to schedule an appointment.** There is a mandated 72-hour waiting period (3 days) from time of application to the time of license issuance. Licenses are valid for 30 days from the date of issuance.

FILING OF LICENSE:

The license will be recorded in the municipality where the ceremony took place. This is the location where you will need to contact to purchase your certified copies.