

SUSAN MERRIWETHER
CARSON CITY CLERK – RECORDER
MARRIAGE BUREAU

885 E. Musser St, #1025, Carson City, NV 89701

1-775-887-2084 / FAX 1-775-887-2146

Request for Marriage Record

1. 1st Person's Full Name: _____
(include maiden name or previously married name)
2. 2nd Person's Full Name: _____
(include maiden name or previously married name)
3. Date of Marriage: _____
Month Day Year
4. Document Number (if known): _____ Book _____ Page _____
5. Note: If you are unsure which type of document to order, please contact us at 775-887-2084.

Type of Document	Number of Copies	Fee	Total
Certified Copy of a Marriage Certificate		\$15.00	
Certificate Copy of a Marriage Application		\$ 7.00	
Copy Only of either document _____		\$ 1.00	
Transaction Fee <i>(will be added to credit card orders)</i>		\$ 1.50	
Total Amount			\$ _____

6. MONEY ORDER, CASH, OR CERTIFIED CHECK. **NO PERSONAL CHECKS!** **PAYABLE TO:** "CARSON CITY MARRIAGES".
7. Send this form and fee to: **Carson City Marriages, 885 E Musser Street, Suite 1025, Carson City, NV 89701**
8. Return To: _____

9. Contact Phone Number and/or email address: _____
(if available – for any questions regarding your request)

COMPLETE THIS SECTION FOR CREDIT CARD USAGE
(A transaction fee of **\$1.50** will be added to the credit card order)

10. Credit Card #: _____ / _____ / _____ / _____ MC _____ VISA _____ (only)
- Expiration Date: _____ 3-digit security code on back of card _____
- Name as it appears on credit card: _____
- Billing Address: _____ (If different from mailing address)

YOU MAY FAX THIS REQUEST TO 1-775-887-2146 FOR PROCESSING
PLEASE DO NOT E-MAIL CREDIT CARD INFORMATION

Marriage Certificate requests are normally filled within 1-2 days of receiving the request and are returned via First Class Mail through the US Post Office. However, if you would like to expedite the process, you may send your request overnight mail and include an overnight prepaid envelope for the certificate to be returned.