



Sutter County Clerk Recorder
433 Second Street
Yuba City, CA 95991
 530-822-7134 Fax No. 530-822-7214
APPLICATION FOR CERTIFIED COPY OF MARRIAGE
RECORD BY MAIL
 \$14.00 for each Certified Copy

As of January 1, 2010, **ONLY** individuals who are authorized by Health and Safety Code Section 103526 can obtain a certified copy of a Non-Confidential (public) Marriage Record. All others may receive a Certified Informational Copy which will be marked, "Informational, Not a Valid Document to Establish Identity." Certified copies of confidential marriage certificates are only available to the parties of that confidential marriage. Informational copies are not available for confidential marriage certificates.

Note: If the marriage license was not issued in Sutter County, then the Sutter County Clerk/Recorder will not have the marriage certificate. Please order the marriage certificate from the Recorder or County Clerk of the county where the license was issued.

PLEASE INDICATE THE TYPE OF CERTIFIED COPY YOU ARE REQUESTING

Non-confidential (Public) marriage certificate:

To receive a **Certified Copy** I am:

- The registrant (one of the parties to the marriage).
- A parent, legal guardian, child, grandparent, grandchild, sibling, spouse, or domestic partner of the registrant
- A party entitled to receive the record as a result of a court order (include a certified copy of the court order with this request).
- A member of law enforcement agency or a representative of another governmental agency, as provided by law, who is conducting official business.
- An attorney representing the registrant or the registrant's estate, or any person or agency empowered by statute or appointed by a court to act on behalf of the registrant or the registrant's estate (if by power of attorney, include a copy of the power of attorney with this request).

Those who are not authorized by law to receive a certified copy of a non-confidential (public) marriage record will receive a certified copy marked "INFORMATIONAL, NOT A VALID DOCUMENT TO ESTABLISH IDENTITY"

Confidential marriage certificate:

To receive a **Certified Copy** I am:

- One of the parties to the confidential marriage
- A party entitled to receive the record as a result of a court order (include a certified copy of the court order with this request).

Those who are not authorized by law to receive a certified copy of a confidential marriage record will receive a letter confirming the existence of a confidential marriage pursuant to Family Code Section 511 (c).

APPLICANT INFORMATION (PLEASE PRINT OR TYPE)

Printed Name and Signature of person completing application		Today's date	Telephone Number – Area Code first ()	
Address – Number, Street		City	State	ZIP Code
Name of Person Receiving Copies, if different from above	No. of Copies	Amount Enclosed	Purpose of Request	
Mailing Address for Copies, if different from above		City	State	ZIP Code

NAMES OF BOTH PARTIES TO THE MARRIAGE (PLEASE PRINT OR TYPE) \$14.00 – for each Certified Copy

First Name		Middle Name	Last Name as listed on marriage certificate	
First Name		Middle Name	Last Name as listed on marriage certificate	
Date of Marriage	County where License was issued	County of Marriage	No. of Copies	

Office Use:
 Bk/Page _____ Bank Note # _____ Deputy _____ ID _____ Date _____
 (09/2010)

SWORN STATEMENT

(*Required for certified copy of record. This Sworn Statement is not required when requesting an Informational certified copy which is not valid to establish identity)

*Any member of a law enforcement agency or a representative of a state or local government agency, as provided by law, who orders a copy of a record to which subdivision (a) applies in conducting official business must complete the Sworn Statement, however, they may not be required to have their signature on the Sworn Statement acknowledged by a Notary Public.

I, _____, declare under penalty of perjury under the laws of the State of California,
 (Printed Name)
 that I am an authorized person, as defined in California Health and Safety Code Section 103526 (c), and am eligible to receive a certified copy of the marriage certificate of the following individual(s):

Name of Both Parties Listed on the Marriage Certificate	Your Relationship to the Parties Listed on the Marriage Certificate

(The remaining information must be completed in the presence of a Notary Public or County Clerk staff.)

Subscribed to this _____ day of _____, 20____, at _____,
 (Day) (Month) (City)

 (State)

 (Signature of person requesting certified copy)

Note: If submitting your order by mail or fax, you must have your signature on the Sworn Statement acknowledged by a Notary Public using the Certificate of Acknowledgment below. If submitting your order in person, you must sign this in the presence of Sutter County Clerk Recorder staff.

CERTIFICATE OF ACKNOWLEDGMENT

State of _____)
) ss
 County of _____)

On _____, before me, _____, personally
 (Insert your name and title)

appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.
 (NOTARY SEAL)

 NOTARY SIGNATURE

INSTRUCTIONS FOR MAIL-IN APPLICATIONS

Mail-in requests for an Authorized Certified Copy of a Marriage Certificate must be accompanied by a completed Sworn Statement – signed in the presence of a Notary Public. Only one Notarized sworn statement is required for multiple certificates requested at the same time; however, the sworn statement must include the name of each individual whose certificate you wish to obtain and your relationship to that individual.

Mail your completed application and notarized sworn statement, with payment to:	Sutter County Clerk Recorder
Please make check, cashier's check or money order to:	433 Second Street
Sutter County Clerk-Recorder	Yuba City, CA. 95991