

INSTRUCTIONS FOR APPLYING FOR A MARRIAGE OR CIVIL UNION LICENSE

The application must be made in the municipality in which either applicant resides. If neither applicant is a New Jersey resident the application must be made in the municipality where the ceremony will take place, the license is valid only in the issuing municipality.

There will be a **\$28.00 fee** for the license at the time of application. (Cash or check). **Checks should be made payable to Hillsborough Township.**

The Applicants must call to make an appointment with the Registrar in the Health Department. (369-5652) You must bring one (1) witness over the age of 18 (it can be a relative). The hours for applying for a license are 8:00am until 4:00pm, Monday through Friday- **BUT YOU MUST MAKE AN APPOINTMENT FIRST. REMEMBER ONCE THE APPLICATION IS MADE THERE IS A 72-HOUR WAITING PERIOD PRIOR TO THE ISSUANCE OF THE LICENSE.**

The applicants must bring documents that establish their identity, age, gender, residency, and Social Security number if a U.S. resident. Also, the applicants must know the maiden name of their mothers and the State or Country their parents were born in. You must also know the name and address of the person who will perform the ceremony, the date of the ceremony, and the municipality where the ceremony will take place.

If you are divorced, have had a previous civil union dissolved, domestic partnership terminated or have had a civil union annulled, please bring the decree(s) or the civil annulment documents. If your former spouse/civil union or domestic partner is deceased, please bring the death certificate. Any documents in a foreign language must be accompanied by a certified English translation.