



**PETER ALDANA**  
**COUNTY OF RIVERSIDE**  
**ASSESSOR-COUNTY CLERK-RECORDER**

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(951) 486-7000

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**INABILITY TO APPEAR**  
(READ **ENTIRE** SHEET CAREFULLY)

**PUBLIC LICENSE FEE: \$100.00 (At least one witness required)**  
**CONFIDENTIAL LICENSE FEE: \$110.00 (Must meet qualifications)**  
**Commissioners for the Day may not purchase any license requiring an Inability to Appear.**

**PUBLIC MARRIAGE LICENSE**

In order to apply for a public marriage license, the couple must meet the following qualifications:

- 1) Must be 18 years of age or older
- 2) Must have at least one witness to the ceremony, (minister cannot be one of the witnesses)
- 3) Must be able to provide all the required documents listed below

**CONFIDENTIAL MARRIAGE LICENSE**

In order to apply for a confidential marriage license, the couple **must** meet the following qualifications:

- 1) Must be 18 years of age or older
- 2) Must have been residing together at the time of hospitalization
- 3) Must get married within the state of California
- 4) Must be able to provide all the required documents listed below

**DOCUMENTS REQUIRED TO APPLY FOR A MARRIAGE LICENSE:**

**Applicants will need the following documents:**

- 1) Affidavit of Inability to Appear (must be notarized, cannot be notarized by person performing marriage.)
- 2) A letter from the attending physician of the incapacitated person, stating the reason for inability to appear and stating that said individual is of sound mind to enter into a marital contract. The letter must be on the physician's letterhead with an original signature of said physician.  
**NOTE:** Physician's letter must be dated **within 10 days** of application for marriage license.
- 3) Certified copy of Birth Certificate for both parties (it must be a **full** copy, **not** an abstract)
- 4) Final Decree of Divorce/Dissolution of State Registered Domestic Partnership for either party if previously married/or state registered domestic partnership (it does not matter how long the divorce/dissolution has been final).
- 5) Valid government I.D. for **both** parties (i.e. Driver's License, State Identification Card, Passport, Military I.D., Resident Alien Card, as long as it has a picture, name, and date of birth).
- 6) Completed Application for Marriage License; including front, back, and all signatures where applicable.

**IF ANY OF THE ABOVE DOCUMENTS ARE NOT PROVIDED, A MARRIAGE LICENSE WILL NOT BE ISSUED! NO EXCEPTIONS!**

## **PROCEDURE:**

1. An Application for Marriage License and an Affidavit of Inability to Appear will need to be obtained from the County Clerk's Office. Patient must sign the Affidavit of Inability to Appear and complete the portion of the Application for Marriage License that applies to them. A notary public must notarize the signature of the person who is unable to appear. The person who notarizes the affidavit **cannot** be the same person who performs the marriage ceremony.
2. Bring the completed Application for Marriage License, signed Affidavit of Inability to Appear, documents 2 through 5 as listed above, and authorized person who is going to perform the marriage ceremony, to the County Clerk's Office.

**(NOTE: Office hours for license issuance are Monday through Friday from 8:00 a.m. to 4:30 p.m. If you arrive after 4:30 p.m., you will be required to return another day).**

3. Clerk will go over the information on the marriage application and verify information from the required I.D. The clerk will make copies of all identifying documents and attach the copies to the marriage application.
4. The minister, or authorized person who will perform the ceremony, **must** sign the Affidavit of Inability to Appear in the presence of the Deputy County Clerk and present valid identification.
5. The license will be issued to the minister or authorized person who is going to perform the marriage ceremony and this person will administer the oath to the couple and witness their signatures.
6. The minister or authorized person must retain possession of the license until after the marriage ceremony.
7. After the ceremony, the person who performed the marriage ceremony **must** return the license to the County Clerk's Office for registration within 10 days.
8. All signatures on the Affidavit of Inability to Appear form and the marriage license **must** be in black or dark blue ink. **NO EXCEPTIONS.**





**NOTE:** The person solemnizing the marriage must *physically* present the completed affidavit to the County Clerk's Office at the time the marriage license is issued [Family Code Sections 426(a); 502(a)]. The signature(s) of the person(s) who is/are physically unable to appear in person at the County Clerk's Office *must be authenticated by a Notary Public or a Court* prior to the County Clerk issuing the marriage license [Family Code Sections 426(c); 502(c)].

**GC 8224(a)** prohibits the notary public who has authenticated the signature(s) of the person(s) who is/are unable to physically appear in person at the County Clerk's Office from also being the person solemnizing this marriage.

Couples applying for a Confidential Marriage License must already be living together as listed in Family Code Section 500, and be married in the county in which the confidential marriage license is issued.

### Certificate of Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA }  
COUNTY OF \_\_\_\_\_ }

On \_\_\_\_\_ before me, \_\_\_\_\_, personally appeared  
(Date) (Print Name and Title of Official)

\_\_\_\_\_  
(Insert name of person being acknowledged)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) 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.

Signature \_\_\_\_\_ (Seal)  
(Officer Signature)





# APPLICATION FOR LICENSE AND CERTIFICATE OF MARRIAGE

## PLEASE READ BEFORE COMPLETING APPLICATION

- ◆ With this application, you are applying for a marriage license issued pursuant to Family Code Section 359.
- ◆ When you sign this application, you are stating under penalty of perjury that the information you have provided is true and correct, that you are currently both unmarried, and that there is no legal objection to the marriage.
- ◆ **Marriage licenses are valid for 90 days from the date of issuance.** You must be married on or after the issuance date, and on or before the expiration date of the license. Licenses not used within this timeframe are void.
- ◆ **No refunds are given for marriage licenses purchased in error, lost or destroyed.**

The cost of a public marriage license is:

**\$100.00 payable to Riverside County Clerk by cash, check or debit**

The cost of a confidential marriage license is:

**\$110.00 payable to Riverside County Clerk by cash, check or debit**

- ◆ **Please check the type of marriage license you would like to apply for:**

- License and Certificate of Marriage (VS 117)** — This is the standard type of marriage license. This type of marriage license requires the signature of at least one witness and one person solemnizing the marriage. With a **Public Marriage License**, you may be married anywhere in California in the presence of at least one witness, and your marriage must be solemnized by a person authorized to perform marriages in California as provided for in Family Code Sections 400-401.
- License and Certificate of Marriage for Denominations Not Having Clergy (VS 115)** — This type of license is used for the recording of marriages for members of religious societies or denominations that do not have clergy for the purpose of solemnizing a marriage.
- License and Certificate of Declaration of Marriage (VS 116)** — This type of license is used for the recording of a marriage that was licensed and occurred over one year ago; however, no official record exists.
- Confidential License and Certificate of Marriage (VS 123)** — Confidential marriage licenses may only be issued to unmarried parties who are at least 18 years old and have been living together as spouses. Since the confidential marriage license requires the signature of a marriage officiant, they are not available to members of religious denominations not having clergy. Certified copies of the marriage license and certificate may only be issued to the couple. With a Confidential Marriage License, you must be married within the state of California. The couple **MUST** reside at the same address. No witnesses are necessary for the marriage ceremony. The signatures of the parties in fields 23 and 24 affirm that they meet the requirements to receive a confidential marriage license.

## PLEASE CAREFULLY READ THE FOLLOWING INFORMATION REGARDING NAME CHANGES:

The **Name Equality Act of 2007** (AB 102, Chapter 567, Statutes of 2007) gives specific rights to parties at the time they are applying for a California marriage license to choose and list on the marriage license the new name that each party will go by after marriage. **Parties are not required to have the same name, nor are they required to change their name. If one or both parties do not wish to identify a new name on the marriage license, the fields on the marriage license will be completed using two single dashes.** If one or both of the parties want to have their new name(s) reflected on the marriage license, the new name must be entered on the marriage license application **at the time they are applying for the marriage license.** The parties may choose any of the following **middle or last names** as the names they wish to be known as after marriage (FC § 306.5(b) (2)):

<b>A person may adopt any of the following <i>middle names</i>:</b>	<b>A person may adopt any of the following <i>last names</i>:</b>
<ul style="list-style-type: none"> <li>❖ The current last name of either spouse</li> <li>❖ The last name of either spouse given at birth</li> <li>❖ A hyphenated combination of the current middle name and the current last name of the person or spouse</li> <li>❖ A hyphenated combination of the current middle name and the last name given at birth of the person or spouse</li> </ul>	<ul style="list-style-type: none"> <li>❖ The current last name of either spouse</li> <li>❖ The last name of either spouse given at birth</li> <li>❖ A name combining into a single last name all or a segment of the current last name or the last name of either spouse given at birth</li> <li>❖ A hyphenated combination of last names</li> <li>❖ A non-hyphenated combination of last names</li> <li>❖ <b>NOTE:</b> You may <b>not</b> change your <b>first name</b> using this process.</li> </ul>

**IMPORTANT: You may not amend the marriage license after it has been issued or add or change the name you wish to be known as after you are married. The name you indicate on the marriage license application will be your name on the marriage license/certificate and cannot be changed by the County Clerk. Any changes or corrections to the name after the marriage license has been issued will require a **COURT ORDERED NAME CHANGE**. If you have any questions, please consult with an attorney *prior* to applying.**

We, the undersigned declare that the information on our marriage license is true and correct, and understand that any mistakes or corrections to the New Name fields (30A-31C) on the marriage license will require a **COURT ORDERED NAME CHANGE**.

Signature First Person: \_\_\_\_\_ Signature Second Person: \_\_\_\_\_







# SOLICITUD PARA LICENCIA DE MATRIMONIO

## LEA POR FAVOR ANTES DE COMPLETAR LA SOLICITUD

Con esta aplicación, usted solicita la licencia pública de matrimonio de acuerdo con la sección del código familiar 359.

Al firmar esta solicitud, usted declara bajo pena de perjurio que no está casado(a), que la información que proporciona es verdadera y correcta, y que no existe ninguna objeción legal para su matrimonio.

**Las licencias de matrimonio son válidas durante 90 días a partir de su fecha de expedición.** Usted debe casarse en o después de la fecha que se otorgada y en o antes de la fecha de expiración de la licencia. Las licencias que no se usen dentro de este limite de tiempo sera cancelada.

**No se hacen reembolsos por licencias de matrimonio compradas por error, destrozadas o perdidas.**

El costo de solicitud de licencia de matrimonio público es:

**\$100.00** pagados a la orden de **Riverside County Clerk** por efectivo, cheque o ATM

El costo de solicitud de licencia de matrimonio confidencial es:

**\$110.00** pagados a la orden de **Riverside County Clerk** por efectivo, cheque o ATM

Para asegurar que se les otorgué la licencia correcta, indique una:

**License and Certificate of Marriage (VS 117)**—

Usted puede casarse en cualquier lugar de California en presencia de por menos un testigo, y su matrimonio debe ser solemnizado por una persona autorizada para presidir matrimonios en California según lo disponen las Secciones del Código Familiar 400 y 401.

**License and Certificate of Marriage for Denominations Not Having Clergy (VS 115)**—

Este tipo de licencia es utilizado para la registración de casamientos para miembros de las sociedades religiosas o las denominaciones religiosas que no tienen el clero para el propósito de solemnizar un casamiento.

**License and Certificate of Declaration of Marriage (VS 116)** —

Este tipo de licencia es utilizado para la registración de un casamiento que fue licenciado, y ocurrió hace más de un año; sin embargo, ningún registro oficial existe.

**Confidential License and Certificate of Marriage (VS 123)** —

Solamente personas con la edad de 18 años o más, conviviendo como conyugues en la misma dirección pueden solicitar una licencia de matrimonio confidencial. Con una licencia de matrimonio confidencial, se debe casar dentro del estado de California. Ningunos testigos son necesarios para la ceremonia nupcial. La licencia de matrimonio confidencial requiere la firma de un oficiante del casamiento. Las licencias de matrimonios confidenciales no están disponibles a miembros de denominaciones religiosas no teniendo el clero. La licencia de matrimonio confidencial, es un registro privado y no está abierta para revisión pública. Solamente los conyugues pueden solicitar y obtener una copia certificada de la licencia de matrimonio o una persona con una orden de corte. Al firmar esta solicitud, usted declara bajo pena de perjurio que no está casado(a), que la información que proporciona es verdadera y correcta y califica bajo los requisitos para recibir una licencia de matrimonio confidencial.

### **POR FAVOR LEA CUIDADOSAMENTE LA SIGUIENTE INFORMACION RESPECTO A CAMBIOS DE NOMBRE:**

La Ley de Igualdad de Nombre del 2007 (AB 102, Capítulo 567, Estatutos de 2007) da derechos específicos a las personas en el momento que estén aplicando por una licencia de matrimonio de California, a elegir y anotar en la licencia de matrimonio el nuevo nombre que cada persona se hará llamar después del matrimonio. No se requiere que la pareja tengan el mismo nombre, ni tienen que cambiar su nombre. Si una o ambas de las personas no desean identificar un nuevo nombre, en la licencia de matrimonio, los espacios de la licencia de matrimonio se completarán con solo dos guiones. Si una o ambas de las personas quieren tener su nuevo nombre(s) reflexionado sobre la licencia de matrimonio, el nuevo nombre debe ser ingresado en la solicitud de licencia de matrimonio en el momento que están aplicando para la licencia de matrimonio. Las personas pueden elegir cualquiera de los siguientes **nombres del segundo nombre o apellidos**, con los nombres que deseen ser conocidos después del matrimonio (FC § 306.5 (b) (2)):

Una persona puede adoptar cualquiera de los siguientes nombres del Segundo Nombre:	Una persona puede adoptar cualquiera de los siguientes APELLIDOS:
<ul style="list-style-type: none"> <li>❖ Apellido actual de cualquiera de los cónyuges</li> <li>❖ Apellido de cualquiera de los cónyuges dado al nacer</li> <li>❖ Una combinación del segundo nombre y el apellido actual de cualquiera de los cónyuges separada por un guion</li> <li>❖ Una combinación del segundo nombre y el apellido de cualquiera de los cónyuges dado al nacer separada por un guion</li> </ul>	<ul style="list-style-type: none"> <li>❖ Apellido actual de cualquiera de los cónyuges</li> <li>❖ Apellido de cualquiera de los cónyuges dado al nacer</li> <li>❖ Un nombre que combine en un <b>solo apellido</b> todo o un segmento del apellido actual o apellido de cualquiera de los cónyuges dado al nacer</li> <li>❖ Una combinación de apellidos separada por un guion</li> <li>❖ Una combinación de apellidos sin un guion</li> <li>❖ <b>NOTA:</b> Usted <b>no</b> puede cambiar su <b>primer nombre</b> utilizando este</li> </ul>

**IMPORTANTE:** Usted no puede modificar la licencia de matrimonio una vez que se haya otorgada o agregar o cambiar el nombre por el cual desean ser reconocidos después de haberse casado. El nombre que usted indica en la solicitud de licencia de matrimonio será su nombre en la licencia/certificado de matrimonio y no puede ser cambiado por el Actuario del Condado. Cualquier cambio o corrección al nombre después de que la licencia de matrimonio haya sido otorgada requerirá un CAMBIO DE NOMBRE ORDENADO POR LA CORTE. Si tiene alguna pregunta, por favor consulte con un abogado antes de aplicar.

Nosotros, los abajo firmantes, declaramos que la información en esta solicitud de licencia de matrimonio es verdadero y correcto, También comprendemos que cualquier cambio o corrección al nuevo nombre después de que la licencia de matrimonio haya sido otorgada requerirá un CAMBIO DE NOMBRE ORDENADO POR LA CORTE.

Firma de la Primera Persona: \_\_\_\_\_ Firma de la Segunda Persona: \_\_\_\_\_