



TOWN OF WILLIAMSON

Marlene A. Gulick, Town Clerk
Paula A. Dolan, Deputy Town Clerk
6380 Route 21, Williamson, NY 14589
Phone: 315-589-8100 Ex.3
Fax: 315-589-9485

Please fill out as much information as you can on the attached form. We will also need a copy of some type of picture ID, usually a driver's license (see Types of acceptable Identification below), and a **check for \$10.00**, made out to "**Williamson Town Clerk**". Return the completed form to: **Williamson Town Clerk's Office**
6380 Route 21
Williamson, NY 14589

Marriages – Certified copies, or a certified transcripts may be issued:

1. To the Bride or Groom;
2. To the lawful representative of either spouse;
3. To a municipal, state or federal agency when needed for official purposes.

Types of Acceptable Identification:

1. Driver's license
2. Non-drivers license
3. Passport
4. Naturalization Papers
5. Military ID
6. Employer's Photo ID
7. Two utility bills, showing applicants name and address
8. Police report of lost or stolen ID

DO NOT ISSUE COPY UNLESS ONE OF THE ABOVE TYPES OF IDENTIFICATION IS PRESENTED.

Marlene Gulick
Town Clerk

Paula Dolan
Deputy Town Clerk

TYPE OF RECORD DESIRED (Enter Number of Copies)			
<p>Search and Certified Transcript <input type="checkbox"/> Fee \$10.00 per copy</p> <p>A Certified Transcript is an abstract from the marriage record issued under the seal of the town/city clerk. It includes the names of the contracting parties, their residence at the time the license was issued, date and place of marriage as well as date and place of birth of the bride and groom.</p> <p>A Certified Transcript may be used as proof that a marriage occurred.</p>	<p>Search and Certified Copy <input type="checkbox"/> Fee \$10.00 per copy</p> <p>A Certified Copy includes all of the items of information occurring on the original record of the marriage.</p> <p>A Certified Copy may be needed where proof of parentage and certain other detailed information may be required such as: passports, veteran's benefits, court proceedings, or settlement of an estate.</p>		
Bride/Groom/Spouse			
Name (as recorded on marriage license):			Date of Birth: <i>(or age at time of marriage)</i>
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Birth Name (if different)</i>
If Previously Married, State Name Used at that Time:		Residence (at time of marriage):	
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>County</i> <i>State</i>
Bride/Groom/Spouse			
Name (as recorded on marriage license):			Date of Birth: <i>(or age at time of marriage)</i>
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>Birth Name (if different)</i>
If Previously Married, State Name Used at that Time:		Residence (at time of marriage):	
<i>First</i>	<i>Middle</i>	<i>Last</i>	<i>County</i> <i>State</i>
Marriage Information			
Place Where Marriage License Was Issued:	Place Where Marriage Was Performed:	Marriage Certificate No.: <i>(if known)</i>	Local Registration No.: <i>(if known)</i>
<i>Town or City</i> <i>County</i>	<i>Town or City</i> <i>County</i>		
Purpose for which record is required:			Date of Marriage or Period Covered by Search: <i>Married on or Search from:</i> _____ <i>(mm / dd / yyyy)</i>
In what capacity are you acting?:	What is your relationship to person whose record is required? (if self, state "SELF".)		<i>Search to:</i> _____ <i>(if searching period) (mm / dd / yyyy)</i>
If attorney, give name and relationship of your client to person whose record is required:			
Signature of Applicant		Date:	Applicant's Phone Number:
Name of Applicant:		Please print name and address where record is to be sent:	
Address of Applicant:			
<i>City</i>	<i>State</i>	<i>ZIP</i>	<i>City</i> <i>State</i> <i>ZIP</i>