

Note: Please contact the office of the Clerk of Circuit Court for the county/Baltimore City where the ceremony will take place before submitting your application for possible additional instructions. A directory of circuit courts can be found on the following page: <https://mdcourts.gov/circuit>

INSTRUCTIONS – Modified Marriage Application Process – COVID 19

A Maryland marriage license can be used—and a marriage ceremony can take place—*only* in the county where the marriage license is issued. The license must be obtained and presented to the official who will be performing the marriage ceremony before the ceremony may take place. It is the responsibility of the parties to know the Maryland county in which the ceremony site is located, and to obtain the marriage license from the Clerk of Circuit Court for that county or, if in Baltimore City, the Clerk of Circuit Court for Baltimore City. Please note that Baltimore City and Baltimore County are two separate and distinct political subdivisions, and a license issued by the Clerk of Circuit Court for one political subdivision cannot be used in the other.

COMPLETE FORM (TYPE OR PRINT LEGIBLY) AND SUBMIT PAYMENT

1. Determine which Maryland county/Baltimore City the marriage ceremony will take place. The license must be obtained from the Clerk of Circuit Court for that county/Baltimore City.
2. Contact the office of the Clerk of Circuit Court for the county/Baltimore City where the ceremony will take place to determine the marriage license fee (fees vary from county to county) and the mailing address for that Clerk’s office. Contact information for Clerks of Circuit Courts can be found at <http://www.mdcourts.gov/circuit/index.html> .
3. Complete the application.
 - a. If the application will be submitted by email, DO NOT provide Social Security numbers, because email is not secure. You will be asked to provide the SSNs by phone or videoconference.
 - b. Current marital status. This section must include information about every previous marriage, including the date and the state or foreign country in which the marriage ended and whether each marriage ended in death or divorce. Attach an additional sheet if there is not enough room on the form for this information.
 - c. Sign and date the application and provide a daytime phone number. Please note: You are signing under penalty of perjury and swearing or affirming that the information you have provided is true and accurate.
4. If a party to be married is under the age of 18, and a parent or guardian is providing consent, the “Consent of Parent or Guardian” form must be completed and signed by the parent or guardian, and witnessed by a Notary Public.*
5. You may submit your completed and signed application, along with any Consent of Parent or Guardian forms if applicable, to the Clerk by email, courthouse drop box, or

first class mail. If you are submitting your application by drop box or mail, you may include a check or money order for payment of the license fee, payable to ***Clerk of Circuit Court***, to the Clerk of Circuit Court for the Maryland county/Baltimore City in which the marriage ceremony will take place. In some jurisdictions you may also pay by credit card. Please contact the Clerk's office for details on fees and payment.

ADMINISTRATION OF OATH

6. After you submit your written application, the Clerk or staff will contact you by telephone concerning your application and to schedule a videoconference during which staff will confirm your identity, place you under oath, and ask you to confirm that the information submitted in your application is true and correct. Staff will also request Social Security numbers if your application was submitted by email. Please advise staff if you cannot participate in a videoconference on your smartphone or computer.
7. It is recommended that the applicant(s) complete and mail the application at least three weeks before the wedding date to allow time for delivery by the US Post Office, and for resolution of any problems the Clerk may have with the application. Be sure to include a daytime phone number for at least one of the parties, so the Clerk can contact the parties if there are any problems with the application, or if additional information is required.
8. Once the application is processed, the Clerk will mail the marriage license to the applicant. During the emergency applicants are discouraged from picking up the license at the Clerk's office.
9. In Maryland, marriage licenses do not take effect until 6:00 a.m. on the second day after the license is issued, and licenses ordinarily remain valid for 6 months. During the emergency associated with COVID 19, the 6-month time period is tolled. For any marriage license issued during the emergency, the license is valid during the period of emergency and for up to 6 months after the declaration of emergency has been rescinded.

* NOTE: Additional documentation (e.g.: birth certificate; guardianship order) may be required to show proof that the consenting person is in fact a parent or guardian of the minor party. Contact the Clerk's office in advance to find out what additional documentation, if any, will be required.

Maryland marriage laws can be found in the Annotated Code of Maryland, Family Law Article, Title 2.