



CLERK AND RECORDER

# Obtaining a Marriage License

530 E Main St, Suite 104  
Aspen, Colorado 81611  
970-429-2716

## WHEN APPLYING FOR A MARRIAGE LICENSE:

- Marriage Licenses can be applied for no more than 30 days in advance either at our office or by going to our online marriage application kiosk at <http://www.pitkinclerk.org>.
- The marriage license application may be completed at the Clerk & Recorder's Office during normal business hours, Monday through Friday, 8:30 am to 4:30 pm. We request you arrive by 4:00 pm to allow time to complete the process prior to closing.
- The fee to apply is \$30.00.
- The marriage license issued must be used within 35 days of being issued.
- There is no waiting period.
- The marriage license may be used anywhere in the state of Colorado.
- Blood tests are NOT required as of July 1, 1989.

## AGE REQUIREMENTS:

- Each applicant must provide proof of date of birth. A driver's license, birth certificate with a government issued picture ID, or passport is acceptable. An expired ID is NOT acceptable.
- Age requirements for the parties to the marriage are the same.
  - Must be 18 or older
  - 16 & 17 – requires a court order
  - Younger than 16 – legally prohibited from marrying

## APPLICATION REQUIREMENTS:

- Both parties to the marriage must be present to complete the marriage license application. This process takes approximately 20 minutes and you do NOT need to schedule an appointment.
- Requested information for each party includes: name; address; date and place of birth; gender, social security number, present marital/union status, city and state of the parents or legal guardians.
- If either applicant is party to a dissolution or divorce: the date, place and type of court must be provided.
- If either party is widowed: the date and place of death must be provided.
- A couple wishing to renew their marriage vows may obtain a license by specifying they are married to each other.
- The last four digits of Social Security Numbers ARE required on marriage license applications (C.R.S. 14-14-113). If a party does not have a Social Security Number, the party must acknowledge this on the marriage application in front of the Deputy County Clerk at time of application.
- Applicants do not have to be residents of the State of Colorado or US citizens.

## PROHIBITED MARRIAGES:

- A couple may not obtain a marriage license when one of the parties is still in a civil union or marriage with another person.

- Marriages between ancestor and descendant, brother and sister, uncle and niece or aunt and nephew, whether the relationship is by half or whole blood (C.R.S. 14-2-110).
- Persons under the age of 16 (see Age Requirements above).

## CEREMONY OPTIONS:

1. **Self Ceremony:** Couples may solemnize their own marriage (C.R.S. 14-2-109). Although the couple may solemnize their own marriage, a friend or relative may not solemnize the marriage unless they are authorized to perform marriages.
2. **Civil Ceremony:** Others who can solemnize a marriage are judges, retired judges, magistrates, and public officials authorized to perform marriages.

### Judge of a court:

Call the Clerk of the Court at 970-925-7635 to schedule

or

Judge Brooke Peterson at 970-925-2619

3. **Religious Ceremony:** Or, the marriage may be solemnized in accordance with any mode of solemnization recognized by a religious denomination or Indian Tribe or Nation. Only authorized individuals may solemnize a marriage. Clergy from out-of-state need not be registered in Colorado. Churches of the various denominations can be found in the phone book.

## MARRIAGE CERTIFICATES:

- The person solemnizing the marriage shall complete the marriage certificate form and forward it to the Clerk & Recorder's Office to be officially recorded within sixty-three days (63) after solemnizing to avoid late fees.
- Marriage certificates must include the county; location where the marriage took place; the date of the marriage; the officiating party's signature and title; and the signatures of both parties to the marriage.
- Witnesses are NOT required in the State of Colorado.

## MARRIAGE LICENSE/CERTIFICATE COPIES:

- Copies of marriage certificates are available at the Pitkin County Clerk's Office for \$0.25. A certified copy is \$1.25.
- Submit copy requests including the couples names and ceremony date to:  
Pitkin County Clerk & Recorder  
530 E Main St, Suite 104  
Aspen, CO 81611
- An index of statewide marriages and dissolutions from 1975 to current are available on the Colorado Department of Public Health and Environment web site at:

<http://www.colorado.gov/cs/Satellite/CDPHE-CHEIS/CBON/1251594691032>