



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

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JAIL MARRIAGES
(READ ENTIRE SHEET CAREFULLY)

PUBLIC LICENSE FEE: \$90.00 (At least one witness required)

CONFIDENTIAL LICENSE FEE: \$100.00 (Must meet qualifications)

Commissioners for the Day may not purchase any license requiring an Inability to Appear.

PUBLIC MARRIAGE LICENSE

****Before applying for a public marriage license, please check with the facility of incarceration to ensure that a public marriage license is acceptable. NO REFUNDS OR EXCHANGES WILL BE MADE FOR MARRIAGE LICENSES.****

In order for an inmate to marry with a public marriage, 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 for an inmate to marry with 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 incarceration
- 3) Must be married within the state of California
- 4) Must be able to provide all the required documents listed below

DOCUMENTS REQUIRED TO APPLY FOR 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) Certified copy of Birth Certificate for both parties (must be a **full** copy, **not** an abstract)
- 3) 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)
- 4) Valid government issued I.D. for **both** parties (i.e. Driver's License, State Identification Card, Passport, Military I.D., or Resident Alien Card, as long as it has a picture, name and date of birth). Face sheet for incarcerated person is not acceptable.
- 5) Proof of incarceration (Booking papers)
- 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. Inmate 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 the authorized person who is going to perform the marriage ceremony at the jail, 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.**