

Instructions for obtaining a Certified Copy of Marriage Certificate:

NYS Law provides that the Bride/Groom/Spouse are the only individuals entitled to apply for a certified copy of a Marriage Certificate.

Unexpired Photo I.D. must be provided at the time of application.

The fee for a Marriage Certificate is \$10.00 per certified copy.  
WE DO NOT ACCEPT DEBIT/CREDIT CARDS

If you are unable to apply in person you may print the Application for a copy of the Certified Marriage Transcript and mail it along with a copy of your unexpired Photo I.D. and a Money Order payable to the Newfane Town Clerk for the amount required.

**PLEASE NOTE: THE SIGNATURE ON THE APPLICATION MUST BE NOTARIZED.**

Newfane Town Clerk  
TOWN OF NEWFANE  
2737 Main Street  
Newfane, NY 14108

**TYPE OF RECORD DESIRED (Enter Number of Copies)**

Search and Certified Transcript

Fee \$10.00 per copy

Search and Certified Copy

Fee \$10.00 per copy

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.

A Certified Transcript may be used as proof that a marriage occurred.

A Certified Copy includes all of the items of information occurring on the original record of the marriage.

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.

**Bride/Groom/Spouse**

Name (as recorded on marriage license):

Date of Birth:  
(or age at time of marriage)

First Middle Last

Birth Name (if different)

If Previously Married, State Name Used at that Time:

Residence (at time of marriage):

First Middle Last

County State

**Bride/Groom/Spouse**

Name (as recorded on marriage license):

Date of Birth:  
(or age at time of marriage)

First Middle Last

Birth Name (if different)

If Previously Married, State Name Used at that Time:

Residence (at time of marriage):

First Middle Last

County State

**Marriage Information**

Place Where Marriage License Was Issued:

Place Where Marriage Was Performed:

Marriage Certificate No.:  
(if known)

Local Registration No.:  
(if known)

Town or City County

Town or City County

Purpose for which record is required:

Date of Marriage or Period Covered by Search:

Married on or Search from:

(mm / dd / yyyy)

In what capacity are you acting?:

What is your relationship to person whose record is required?  
(If self, state "SELF".)

Search to:

(if searching period) (mm / dd / yyyy)

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:

City

State

ZIP

City

State

ZIP