



Request a Marriage Record

Complete record request and forward to address listed below with payment.

Requestor

Identify party making marriage record request.

1

Name _____

Mailing address _____

Email _____

Phone _____

Record type

Identify type of record needed, quantity, date of marriage and applicants.

Note:

Certified records are accepted for domestic use. (Driver's license and social security card name change).

Exemplified records are necessary for international use. (VISA, Dual citizenship).

2

CERTIFIED COPY (Domestic)

EXEMPLIFIED COPY (International)

Quantity: _____

Date of marriage: _____

License # (If known): _____

List name prior to marriage in the fields below.

Applicant name: _____

Applicant name: _____

Instructions

Submit your completed request in hard copy to the following address:

Office of the Register of Wills
 Attention: Marriage Record Dept.
 City Hall, Room 415
 Philadelphia, PA 19107

Make sure to include:

- Completed request form
- Self-addressed stamped envelope
- \$15 money order for research (All money orders are to be made payable to: Clerk of the Orphans' Court)
 - In addition to research fee, when applicable: \$25 money order for CERTIFIED COPY
 - Or
 - \$50 money order for EXEMPLIFIED COPY

What happens next

Processing time for record request is 7 to 10 business days. If no record is found, requestor will be notified by letter.

If you have any additional questions, please contact our Marriage Records Department at (215) 686-2234 or marriagerecords@phila.gov.