

One-Day Marriage Officiant License

- Anyone eighteen years of age and older may apply for the license. They need not be a resident of the town or city where they apply or a resident of New York State.
- The One-Day Marriage Officiant can solemnize a marriage anywhere in New York State. **However, they must apply for the license from the same Town or City Clerk's office where the couple to be wed obtained their marriage license.** So, if you are applying in the City of Saratoga Springs, the couple to be wed must also have a marriage license issued by our office.
- The fee for the One-Day Marriage officiant license is \$25 (cash, check, or money order).
- The applicant must complete the application form which must include the applicant's name, date of birth, address, email address, and telephone number. The application form must also include the names, dates of birth, and addresses of the parties to be married as they appear on their marriage license.
- The One-Day Marriage Officiant License is only valid for the parties to be married that are stated on the application form. The license expires after the marriage ceremony or the expiration of the marriage license, whichever comes first.
- Applicants are not required to appear in person. If you are unable to come in person, completed applications, along with the fee, can be mailed to:

City Clerk
Attn: Vital Records
474 Broadway, Suite 14
Saratoga Springs, NY 12866

If you have any questions, please contact the Deputy Registrar of Vital Statistics at
518-587-3550 x2548



City of Saratoga Springs

Accounts Department/City Clerk

APPLICATION FOR ONE-DAY MARRIAGE OFFICIANT LICENSE

APPLICANT INFORMATION

Full Name: _____ Date: _____
Last Name First Name Middle Name

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Phone: _____ Email: _____

Date of Birth: _____ Proof of identity presented: _____

INFORMATION OF PARTIES TO BE MARRIED

Marriage License Number: _____ Expiration Date of Marriage License: _____

Bride/Groom/Spouse A

Full Name: _____ Date: _____
Last Name First Name Middle Name

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Date of Birth: _____

Bride/Groom/Spouse B

Full Name: _____ Date: _____
Last Name First Name Middle Name

Address: _____
Street Address Apartment/Unit #

City State ZIP Code

Date of Birth: _____

Disclaimer and Signature

I solemnly swear, under penalty of perjury, that the forgoing information is true and correct and is herein stated to induce the City Clerk to issue a One-Day Marriage Officiant License in my name pursuant to Section 11-d of the New York State Domestic Relations Law.

Signature: _____ Date: _____

SWORN BEFORE ME THIS ____ DAY OF

_____, 20____

Notary Public or Commissioner of Deeds

License granted this ____ day of _____, 20____

City Clerk

Note: This license is valid only for the parties to be married as described on this application and shall expire after the marriage ceremony or the expiration of the marriage license, whichever occurs first.