

APPLICATION FOR AUTHENTICATED OR APOSTILLED COPY— MICHIGAN MARRIAGE RECORD

Michigan Department of Health and Human Services

INFORMATION ABOUT AUTHENTICATED CERTIFICATES - Authenticated (exemplified or containing an apostille) records are typically required by foreign governments for an adoption, work visas, marriage in a foreign country, or establishing residency. You must **specify which country** requires the document. **Applying the “apostille” at the Secretary of State’s Office of the Great Seal takes an additional 2-3 weeks after processing is complete at Vital Records.**

PART 1 - APPLICANT’S INFORMATION

Applicant’s Name _____
 Mailing Address _____ City _____ State _____ Zip _____
 Daytime Phone w/area code _____ Other Phone w/area code _____

PART 2 - CERTIFICATION OF INFORMATION PROVIDED

By signing this application, I understand that I am agreeing to pay for a search of the State of Michigan Vital Records with the information that I provided. This does not guarantee that a record will be found.

▶ **Applicant’s Signature:** _____ **Date:** _____

PART 3 - PURPOSE FOR REQUESTING THE RECORD

PART 4 - SPECIFY COUNTRY OF USE

PART 5 - MARRIAGE INFORMATION NEEDED TO FIND RECORD If the exact date of marriage is unknown, please indicate the year you want searched. If you need additional years searched, please see the fee box.	Date of Marriage (mm/dd/yyyy) _____
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FULL NAME (At time of application for marriage license) <input type="checkbox"/> Male <input type="checkbox"/> Female First Middle Last	FULL NAME (At time of application for marriage license) <input type="checkbox"/> Male <input type="checkbox"/> Female First Middle Last
FULL NAME before first married, if different from above First Middle Last	FULL NAME before first married, if different from above First Middle Last
PARENT’S NAME First Middle Last	PARENT’S NAME First Middle Last
PARENT’S NAME First Middle Last	PARENT’S NAME First Middle Last
LOCATION OF MARRIAGE City County State	LOCATION WHERE LICENSE WAS OBTAINED County

PART 6 - FEES Includes one certified copy or no-find letter

Base Fee:		
Includes One Year Search	\$42.00	\$ 42.00
Additional Copies (Each) _____ x \$26.00		\$
Additional Years Search, # yrs _____ x \$12.00 (when exact year unknown) Years you want searched: _____		\$
Expedited “RUSH” Service (additional) \$25.00		\$
Payment to “State of Michigan” TOTAL		\$

For Accounting Use Only

Is your request complete?

REQUESTING A MICHIGAN MARRIAGE RECORD

The Michigan Vital Records office has records of marriages that occurred in Michigan and were filed with the state since 1867.

Marriage records are not restricted documents in Michigan. Anyone can request that a search be conducted if the application is completed and signed, and submitted with the required fee paid.

APPLYING IN PERSON

LOCATION:

South Grand Building, 1st Floor
333 S Grand Avenue
Lansing MI 48933 (corner of Grand & Kalamazoo)

LOBBY HOURS: 8:00 am - 5:00 pm M-F except for recognized state holidays.

DIRECTIONS: Visit our website at:
www.michigan.gov/vitalrecords or call 517-335-8666.

SAME DAY SERVICE: Same day service is not available for an authenticated record; however, you do have the option of requesting a regular certified copy (\$46 order placed before 2:00 pm) and then personally walking it to the Office of the Great Seal (5 blocks) to have the apostille affixed. Please allow up to a 2 hour waiting period for the order to be processed in our office. Genealogy requests may take longer.

PAYMENT: A money order, credit card or cash can be used at our front counter. A personal check can also be used if the request is NOT same-day service. Make checks and money orders payable to "State of Michigan".

www.michigan.gov/vitalrecords
517-335-8666

The Michigan Department of Health and Human Services (MDHHS) does not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, genetic information, sex, sexual orientation, gender identity or expression, political beliefs or disability.

PROCESSING TIMES FOR MAIL REQUESTS

REGULAR SEARCH: The processing time for a regular request will be approximately 5 weeks, depending on the volume of requests received.

EXPEDITED (RUSH) SEARCH: The processing time for a "rush" request will be approximately 2 weeks, depending on the volume of requests received.

APOSTILLES: Applying the apostille at the Secretary of State's Office of the Great Seal for any request takes an additional 2-3 weeks after processing in Vital Records is completed. If you request just a certified copy from our office before 2:00 pm, you can go in person (5 blocks) and have the apostille applied same-day.

ADDITIONAL INFORMATION: If you find that the processing times listed do not meet your needs, please call our Eligibility Unit at 517-335-8666 and speak with a customer service representative. They may be able to offer additional help to meet your individual situation.

MAIL APPLICATION TO

REGULAR MAIL TO:
Vital Records Requests
PO Box 30721
Lansing MI 48909

RUSH MAIL TO:
Vital Records RUSH
PO Box 30721
Lansing MI 48909