

APPLICATION FOR AUTHENTICATED STATEMENT OF NO MARRIAGE IN MICHIGAN

Michigan Department of Health and Human Services

REQUESTING A SEARCH FOR A STATEMENT OF NO MARRIAGE: Most foreign governments require an official statement of NO MARRIAGE (or SINGLE STATUS) that contains an "apostille" to be presented by a US citizen in order to be married in a foreign country. The statement needs to indicate that a statewide search was conducted and would confirm that there is NO RECORD of a marriage recorded for the applicant in the State of Michigan and the years searched would be specified.

PART 1 - APPLICANT'S INFORMATION

Applicant's Name: _____
 Mailing Address: _____ City: _____ State: _____ Zip: _____
 Daytime Phone () _____ Other Phone: () _____

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:** _____
 Current valid Government-issued photo ID required (see back for Acceptable Documents)

PART 3 - PURPOSE FOR REQUESTING THE RECORD

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PART 4 - SPECIFY COUNTRY OF USE

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PART 5 - INFORMATION NEEDED TO SEARCH
 A separate search is needed for the prospective bride and groom, if both are residents of Michigan. The search should be conducted for the years when the applicant resided in Michigan since the age of 18, or since the year of the latest divorce. The country of use may also require authenticated copies of previous marriages and divorces.

Are you the <input type="checkbox"/> BRIDE or <input type="checkbox"/> GROOM
Begin Search With Year _____ Additional Years To Be Searched _____ to _____ (See Part 6 for fees)

YOUR NAME	YOUR DATE OF BIRTH
First _____ Middle _____ Last _____	mm/dd/yyyy

YOUR PARENT/FATHER'S NAME	
First _____ Middle _____ Last _____	

YOUR PARENT/MOTHER'S NAME	
First _____ Middle _____ Last _____	

If you have been married and divorced since the age of 18, please indicate date and place.

	Date (mm/dd/yyyy)	County	State
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PART 6 - FEES Includes one certified copy or no-find letter

Base Fee				
Includes One Year Search	\$42.00		\$ 42.00	
Additional Certified Copies (Each)	\$26.00		\$	
Additional Years Search (# of years) _____ x \$12.00 Indicate years you want searched _____			\$	
EXPEDITED "RUSH" SERVICE (Additional)	\$25.00		\$	
PAYMENT TO "STATE OF MICHIGAN" TOTAL			\$	

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For Accounting Use Only

Is your request complete?

REQUESTING AN AUTHENTICATED STATEMENT OF NO MARRIAGE IN MICHIGAN

The search for a Statement of No Marriage in Michigan includes a statewide search including both public and probate marriages filed for the years requested. Therefore, identification is required of the applicant.

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 - 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 walk 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 out to "State of Michigan".

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 in our office.

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

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, you can go in person 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

www.michigan.gov/vitalrecords517-335-8666

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.

IDENTIFICATION REQUIREMENTS FOR APPLYING IN PERSON OR BY MAIL
*** Please Send Copies - Not Original Documents ***

To request an Authenticated Statement of No Marriage, a current valid, government issued identification is required in order to establish eligibility. To protect you and the community from identity theft, we require a copy of the applicant's government issued identification to be presented along with the application and fees.

Tier 1 Documentation that establishes identity by itself.

- √ U.S. or Foreign Passport
- √ U.S. Passport Card
- √ U.S. or U.S. Territories Driver's License or Identification Card
- √ U.S. Military Identification Card with **both** picture and signature
- √ Other U.S. or U.S. Territories issued document that meets the following criteria: Document must be unexpired. Document must contain a photograph and at least the following information: name, date of birth, date of expiration, signature, and address.

—OR—

Tier 2 Documentation must include all documentation in one of the categories below:

- √ Any of the documents in Tier 1 that expired within the past 5 years and any one document from Tier 3 issued within the past year.
- √ Employment identification with photo, accompanied with a pay stub or W-2 form issued within the past year.
- √ Student identification with photo, accompanied by a current report card or other proof of current school enrollment. Both documents must be for the same institution.
- √ Department of Corrections identification card accompanied by probation or discharge papers issued within the past year.
- √ If an inmate is currently incarcerated, a Department of Corrections identification card, accompanied by a verification of incarceration issued within the past year.

—OR—

Tier 3 Documentation must include at least three alternative documents of different types from the list below, one must have been issued within the past year:

- √ Any of the documents in Tier 1 expired more than 5 years.
- √ Social Security Card (must be signed)
- √ Marriage or Divorce certificate
- √ Your child's birth certificate
- √ IRS form W-2
- √ Paycheck stub
- √ Bank statement
- √ Voter registration
- √ Motor vehicle registration
- √ Health insurance card
- √ Utility Bill
- √ Doctor/hospital/dentist bill
- √ Religious/community organization documents, baptismal certificate
- √ Military DD-214 discharge paper or equivalent
- √ School records
- √ Letter/benefit statement from a government agency, like SSA or IRS
- √ Land or rental agreement
- √ Military ID with **either** a picture **or** signature.
- √ Other documents that establish identity to a degree equivalent to those listed above.

VitalChek – Applicants who wish to order their certificate online, can order via the internet at <http://vitalchek.com>, or by phone US (800) 669-8313, International (615) 372-6800. VitalChek verifies identity through questions about the applicant's past addresses, family, and other information. VitalChek is the only approved online service provider for the State of Michigan.