

# APPLICATION FOR APOSTILLED/AUTHENTICATED STATEMENT OF NO MARRIAGE IN MICHIGAN

Michigan Department of Health and Human Services

## PART 1 – APPLICANT INFORMATION (PERSON FILLING OUT THIS FORM)

Applicant's  
 First Name \_\_\_\_\_ Middle \_\_\_\_\_ Last \_\_\_\_\_  
 Mailing  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Daytime Phone w/ area code **\*Required** \_\_\_\_\_ Email \_\_\_\_\_

## PART 2 – INFORMATION NEEDED TO CONDUCT SEARCH

YOUR NAME		
First	Middle	Last
ARE YOU THE <input type="checkbox"/> <b>BRIDE</b> or <input type="checkbox"/> <b>GROOM</b> ?		
YOUR DATE OF BIRTH (mm/dd/yy)		
PARENT/MOTHER'S NAME		
First	Middle	Last
PARENT/FATHER'S NAME		
First	Middle	Last

## PART 3 – TIME PERIOD TO SEARCH & APPLICABLE FEES

Statement of No Marriage will cover only the years that you have us search. Be sure to list, and pay the appropriate fees, for all years that you need to prove single status. Typically, the search should be conducted for the entire period the applicant resided in Michigan, from the age of 18 or from the year of the latest divorce. Two separate applications must be submitted if the prospective bride and groom are both residents of Michigan. If so, please use those applications – available at [www.michigan.gov/vitalrecords](http://www.michigan.gov/vitalrecords)

Specify the First Search Year (included in the Base Fee): \_\_\_\_\_

Specify any Additional Search Years (fees listed below): \_\_\_\_\_

Base Fee ( <b>one year</b> of search for single status is included in the base fee)	\$42.00	<b>\$42.00</b>
Additional fee applies for all years <b><u>beyond the first year</u></b>	Number of <b>Additional</b> Years _____	\$12.00 per year \$
Additional Apostilled Copies	Specify Quantity _____	\$26.00 each \$
Expedited "Rush" Processing	Reduces in-office time. (Does not affect mail time to/from our office)	\$25.00 additional \$
CHECK or MONEY ORDER made out to the " <b>State of Michigan</b> " (Request will not be processed if payment is not included in envelope)	Total Amount Enclosed	\$

## PART 4 – SPECIFY COUNTRY OF USE (Apostille is only for use outside the U.S.)

## PART 5 – PURPOSE OF REQUEST

## PART 6 – APPLICANT SIGNATURE (PERSON FILLING OUT THIS FORM)

By signing, I understand I am agreeing to pay for a search of State of Michigan Vital Records. This does not guarantee that a record will be found. Falsifying an application for a vital record and/or assuming the identity of another person is subject to criminal penalties. Per MCL 333.2894(b) and 445.65.

**Your Signature:**

(Must be original in ink, by hand) \_\_\_\_\_ Date: \_\_\_\_\_

**COPY OF VALID IDENTIFICATION REQUIRED (SEE NEXT PAGE FOR DETAILS)**

## REQUESTING A STATEMENT OF NO MARRIAGE IN MICHIGAN

The Michigan Vital Records Office has records of marriages that occurred in Michigan and were filed with the state since 1867. Some records were not filed with the state. The inquiry conducted for a Statement of No Marriage includes a statewide search of both public and probate marriages filed during the years requested. Therefore, the prospective bride or groom must be listed as the applicant and identification is required.

## APPLICANT IDENTIFICATION REQUIREMENTS (SEND PHOTOCOPIES; ORIGINALS WILL NOT BE RETURNED)

### TIER 1

One piece of 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, contain a photograph and at least the following information: name, date of birth, date of expiration, signature, and address.**

### -OR- TIER 2

Must include all documentation listed in one of the following categories.

- 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 W2 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 photo identification card accompanied by probation or discharge papers issued within the past year
- If an inmate is currently incarcerated: a Department of Corrections photo identification card accompanied by a verification of incarceration on facility letterhead issued within the past year

### -OR- TIER 3

Must include at least three **(3)** alternative documents from different sources 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)
- Doctor/hospital/dentist bill
- Health insurance card
- Utility bill
- Voter registration
- Paycheck stub
- Bank statement
- Marriage or Divorce certificate
- Your child's Birth certificate
- Motor vehicle registration
- IRS form W-2
- Baptismal certificate
- Military DD-214 discharge paper or equivalent
- School records
- Letter or benefit statement from a government agency
- Land or rental agreement
- Military ID with **either** a picture **or** signature.
- Other documents that establish identity to a degree equivalent to those listed in this tier

## PROCESSING TIMES FOR MAILED REQUESTS

### REGULAR SEARCH

Approximately 4 to 6 weeks of in-office processing at MDHHS, plus an additional 1 to 2 weeks at the Secretary of State's Office of the Great Seal. Then sent via regular mail. Completion time may vary, depending on volume of requests received.

### EXPEDITED "RUSH" SEARCH

Approximately 2 to 3 weeks of in-office processing at MDHHS, plus an additional 1 to 2 weeks at the Secretary of State's Office of the Great Seal. Then sent via regular mail.

### ADDITIONAL INFORMATION: Results are sent USPS First Class Mail, Pre-Paid envelopes will **NOT** be accepted

If you find that the above processing times do not meet your needs, please visit [www.michigan.gov/vitalrecords](http://www.michigan.gov/vitalrecords) or call our Eligibility Unit at **517-335-8666** to speak with a customer service representative about available options.

## MAIL APPLICATION (WITH PAYMENT AND COPY OF VALID IDENTIFICATION)

**REGULAR MAIL TO:**  
Vital Records Requests  
P.O. Box 30721  
Lansing MI 48909

**RUSH MAIL TO:**  
Vital Records RUSH  
P.O. Box 30721  
Lansing MI 48909

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