

MARRIAGE LICENSE INFORMATION 2018

A license to marry in Colorado may be obtained during regular business hours at the Clerk & Recorder office, in accordance with the requirements outlined below. The license is valid upon issue and must be used, in Colorado, within **35 days**. The **fee is \$30.00**, cash or debit/credit card payment only. For additional information, please review the Guidelines for Obtaining Marriage Licenses in Colorado below.

GUIDELINES FOR OBTAINING MARRIAGE LICENSES IN COLORADO

Age Requirements 14-2-106, 14-2-108

Same for both parties

- 18 and older - No parental consent is required.
- 16 and 17 - Consent of both parents, parent having legal custody, legal guardian, parent having decision-making responsibility, parent with whom child is living, or judicial approval is required. (Effective August 2, 2019 - A person who is 16 or 17 years of age may only obtain a marriage license if a juvenile court determines that the underage party is capable of assuming the responsibilities of marriage and that the marriage would serve the underage party's best interests. Prior to making this determination, the court shall appoint a guardian ad litem for the underage party to investigate the underage party's circumstances and best interests and to file a report with the court addressing the factors listed in the bill and stating a position regarding whether the issuance of a marriage license is in the underage party's best interests.)
- Younger than 16 - Consent as listed above **AND** judicial approval (court order) are required.
- There are **NO EXCEPTIONS** to these requirements. If your situation is not covered, please call our office at (719) 767-5685 between 8 a.m. and 4 p.m. Monday through Friday (excluding holidays) to obtain specific instructions on what will be required for your circumstances.
- **Parents' Consent Form**
- The **original notarized** Parents' Consent Form and/or **original notarized** court order must be presented at the time of applying for a marriage license.

Identification Requirements

Valid ID must be furnished by both parties

Date of birth must be legible

All are valid forms of ID:

- Passports
- Driver's licenses
- Birth Certificates (Birth Certificates in a language other than English must be accompanied by a certified translation)
- Military identification cards

The following are NOT acceptable forms of ID:

- Consular cards
- City and county detention center ID cards
- Novelty ID cards
- Souvenir birth certificates (issued by hospitals)

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Blood Test Requirements

- As of July 1, 1989, blood tests are NOT required for either party in the State of Colorado.

Social Security Numbers

- Social Security Numbers **ARE** required on marriage license applications (C.R.S. 14-14-113).
- If a party does not have a Social Security Number, the **Affidavit Concerning Social Security Number** must be completed and submitted at time of application for a marriage license. It may be signed and notarized in advance or signed in front of the Deputy County Clerk at time of application.

Prohibited Marriages 14-2-110

Marriage licenses will NOT be issued

- One of the parties is still married to another person, except a currently valid marriage between the parties - all divorces must be final.
- A marriage entered into prior to the dissolution of an earlier civil union of one of the parties, except a currently valid civil union between the same two parties
- Marriage between the following is prohibited regardless of whether the relationship is by half or whole blood:
 - ancestor and descendant
 - brother and sister
 - uncle and niece
 - aunt and nephew
- Children born of a prohibited marriage are legitimate
- Marriage license applications issued by another state are **NOT** valid for solemnization in Colorado.

Witness Requirements

- Witnesses are **NOT** required in Colorado. Some clergy, judges, or public officials may request them.

Application Requirements

- Both parties must complete and sign the marriage application form. At least **ONE** of the parties must apply **IN PERSON**. If one of the parties cannot appear in person, he or she **MUST** complete and submit an original **Absentee Affidavit** with a notarized signature and provide a copy of valid identification showing proof of age of the absent party.
- If either party has been divorced, he or she must recite the date the divorce was finalized, city and state divorce took place, and the type of court. **A divorce decree is not required at the time of completing the marriage application.**
- A couple already married, who wish to renew their marriage vows, may obtain a license by stating that they are married to each other.
- Applicants for a marriage license need not be Colorado residents.

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Ceremonies

- Couples may solemnize their own marriage (C.R.S. 14-2-109). Others who can solemnize a marriage are judges, retired judges, magistrates, and public officials authorized to perform marriages (civil ceremony). Or, the marriage may be solemnized in accordance with any mode of solemnization recognized by a religious denomination or Indian Tribe or Nation (religious ceremony). Only authorized individuals may solemnize a marriage. Although the couple may solemnize their own marriage, a friend or relative may not solemnize the marriage unless they are authorized to perform marriages. Clergy need not be registered in Colorado.
- For a list of judges who perform marriages you may access the [15th Judicial District Court website](#).

Certificates

- The person solemnizing the marriage shall complete the marriage certificate form and forward it to the Clerk & Recorder's Office within sixty-three days (63) after solemnizing. Any person who fails to forward the marriage certificate to the Clerk & Recorder's Office shall be required to pay a **\$20.00 LATE FEE** and an additional **\$5.00 LATE FEE** may be assessed for each additional day of failure up to a **MAXIMUM of \$50.00**.
- Please return completed marriage license/certificate to the Cheyenne County Clerk & Recorder or mail to:

Cheyenne County Clerk & Recorder
P.O. Box 567
Cheyenne Wells, CO 80810-0567

- Marriage certificates must include the county and location where the marriage took place, the date of the marriage, the officiating party's signature and title and the bride and groom's signatures.

Marriage License Copies

- \$0.25 per license/\$0.25 per application.
Certified is an additional \$1.00 per document.

Name Change

Your marriage license must be returned and recorded before one of the parties can make any name changes.

Name Change Contact Information

SOCIAL SECURITY:

- [The Social Security Administration](#) provides information regarding Social Security card name changes.
Phone: 1-800-772-1213
Colorado Springs Social Security Office:
2306 E. Pikes Peak Ave.
Colorado Springs, CO 80909 (888) 880-0688

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Driver's License Change Your Name

You must visit a driver license office and bring documentation showing your name change.

Please note: All name changes must be on file with the Social Security Administration before visiting a driver license office. It takes at least 24 business hours for changes to be processed with the Social Security Administration.

When visiting the driver license office, you must bring the letter from the Social Security Administration that verifies your name change or your Social Security card displaying your new name.

Adult regular license and ID holders are required to renew their license/ID to change their name. You will be required to provide [proof of address documents](#) along with a social security card or letter from Social Security Administration with your new name. Minors, permit holders and CDL holders may be issued a duplicate when changing their name.

Customers are required to notify the Department of Revenue within 30 days of changing their name due to marriage, divorce, separation or civil union.

Acceptable name change documents include:

- Certified marriage certificate: US, city, county, state or US territory.
 - No church documents are accepted.
 - Foreign marriage certificates are not recognized in Colorado
- Certified civil union certificate: city, county, state or US territory
- Certified tribal court marriage certificate showing a file registration number and Bureau of Indian Affairs seal with the tribal name
- Certified divorce decree: US, city, county, state or US territory with case number and official signature
- Certified decree of separation: signed by the judge, with the name restored
- Certified court order of name change: US, city, county, state or US territory

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A marriage/civil union certificate may now be used to add to or replace the last name(s) of a spouse/partner. For example, a last name can be added to the middle name field.

For example, a person named Susan Jane Jones presents a certified marriage certificate with spouse's last name Smith. An acceptable name change would be:

- Susan Jane Jones Smith
- Susan Jones Smith
- Susan Jane Smith Jones
- Susan Smith Jones

Additionally, if you are using a marriage/civil union certificate to change a name, that name can be changed to any combination of the spouse/partner's last name(s) as reflected on the social security card or letter from the Social Security Administration.

- For example, if someone named Smith presents a certified marriage certificate with the spouse's last name of Jones, their names could be changed to be Smith-Jones or Smith or Jones or a combination thereof. However, the names cannot be altered and/or combined without a court ordered name change.

If the spouse/partner's name includes two or more names separated by a hyphen or space, the customer may adopt either name (both or all parts) of the last name, as long as it is reflected that way on the social security card or letter from the Social Security Administration.