

## **MARRIAGE APPLICATION INSTRUCTIONS**

Complete all 3 pages of the application, and send along with check or money order (payable to the Polk County Recorder) to:

**POLK COUNTY RECORDER  
VITAL RECORDS DEPARTMENT  
111 COURT AVE STE 245  
DES MOINES, IA 50309-2251**

If you have any questions, contact our Vital Records Department at 515-286-3781.

**Once we have received the completed application, either of the parties to the application may pick up the license from our office. If the license is not picked up within 6 months from the date of application, the application is considered null and void.**

**STATE OF IOWA**  
**IOWA DEPARTMENT OF PUBLIC HEALTH**  
*Bureau of Health Statistics and Vital Records*

County/IV# POLK / \_\_\_\_\_  
 License No. \_\_\_\_\_  
 Date of Application \_\_\_\_\_  
 Valid Date of License \_\_\_\_\_

**APPLICATION FOR LICENSE TO MARRY IN IOWA** \_\_\_\_\_

Type or print legibly in black or dark blue ink. Do not use all capital letters.

**PARTY A**

**PARTY A** (Information to be completed by the first applicant) Check One (Optional)  Bride  Groom  Spouse

**FULL LEGAL NAME BEFORE MARRIAGE** (Include any generational suffix after last name)

First	Middle (If any)	Current Last (Surname)	Last Name Prior to ANY Marriage
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**FULL LEGAL NAME CHANGE ADOPTED THROUGH MARRIAGE** (Include any generational suffix after last name)

First Name After Marriage	Middle Name (If any) After Marriage	Last Name (Surname) After Marriage
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<b>CURRENT PLACE OF RESIDENCE</b>	State	City (Optional)	County (Optional)
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STATE OF BIRTH (If not United States, name of foreign country)	DATE OF BIRTH (Month, Day, Year)	GENDER (Optional)
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<b>PARTY A'S PARENT</b> Optional Check One <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Parent Parent's Name Prior to any Marriage	<b>PARTY A'S PARENT</b> Optional Check One <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Parent Parent's Name Prior to any Marriage
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**PARTY B**

**PARTY B** (Information to be completed by the second applicant) Check One (Optional)  Bride  Groom  Spouse

**FULL LEGAL NAME BEFORE MARRIAGE** (Include any generational suffix after last name)

First	Middle (If any)	Current Last (Surname)	Last Name Prior to ANY Marriage
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**FULL LEGAL NAME CHANGE ADOPTED THROUGH MARRIAGE** (Include any generational suffix after last name)

First Name After Marriage	Middle Name (If any) After Marriage	Last Name (Surname) After Marriage
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<b>CURRENT PLACE OF RESIDENCE</b>	State	City (Optional)	County (Optional)
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STATE OF BIRTH (If not United States, name of foreign country)	DATE OF BIRTH (Month, Day, Year)	GENDER (Optional)
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<b>PARTY B'S PARENT</b> Optional Check One <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Parent Parent's Name Prior to any Marriage	<b>PARTY B'S PARENT</b> Optional Check One <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Parent Parent's Name Prior to any Marriage
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**SIGNATURE NOTARY AFFIRMATION** (Each party must sign and date this form in the presence of an authorized Notary Public. Each party must show valid U.S. government-issued identification when signing. The Notary Public completes and signs below.)

**PARTY A:** I affirm that the information I provided above is true and accurate and that I intend for my legal name after marriage to be as stated above.

**PARTY B:** I affirm that the information I provided above is true and accurate and that I intend for my legal name after marriage to be as stated above.

**NOTARY PUBLIC**

**PARTY A SIGNATURE** \_\_\_\_\_ **Date Signed** \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_ ss

Signed and affirmed by \_\_\_\_\_  
 Write name exactly as appears on I.D.

**PARTY B SIGNATURE** \_\_\_\_\_ **Date Signed** \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_ ss

Signed and affirmed by \_\_\_\_\_  
 Write name exactly as appears on I.D.

**Notary Public's Signature for Party A** \_\_\_\_\_ **Date Signed** \_\_\_\_\_

**Notary Public's Signature for Party B** \_\_\_\_\_ **Date Signed** \_\_\_\_\_

Notary Address & Expiration \_\_\_\_\_

Notary Address & Expiration \_\_\_\_\_

NOTARY SEAL

NOTARY SEAL

**AFFIDAVIT OF COMPETENT AND DISINTERESTED PERSON**  
**as to age and qualification of the contracting parties**

Type or print legibly in black or dark blue ink. Do not use all capital letters.

I, the below noted disinterested person, affirm that I am acquainted with \_\_\_\_\_,  
who is \_\_\_\_\_ years of age; and that I am acquainted with \_\_\_\_\_,  
who is \_\_\_\_\_ years of age.

I affirm that I am a lawfully competent and disinterested person and impartial to the result of this pending transaction. I further affirm that both parties are unmarried and able to enter into a civil contract, that there is no legal disability to the marriage of said parties, and that their marriage is to be solemnized in a ceremony performed by an authorized officiant within the State of Iowa.

**NOTARY PUBLIC SIGNATURE TO AFFIDAVIT OF DISINTERESTED PERSON**

*Notary Public cannot serve as disinterested person.*

I affirm that the information I provided above is true and accurate to the best of my knowledge.

NOTARY  
PUBLIC'S  
SEAL

\_\_\_\_\_  
**Disinterested Person Signature** **Date Signed**

State of \_\_\_\_\_ County of \_\_\_\_\_ ss

Signed and affirmed in my presence by \_\_\_\_\_  
*Write name exactly as appears on I.D.*

\_\_\_\_\_  
**Notary Public's Signature** **Date Signed**

\_\_\_\_\_  
*Notary Address & Expiration*

**NOTICE TO APPLICANTS: PLEASE READ CAREFULLY!**

- Applicants aged 16 or 17 years old must also present a completed Consent to Marriage form for approval to a judge of the district court in the county from which the marriage license is to be obtained. Age 15 and under may NOT marry in Iowa.
- Pursuant to Iowa Code section 595.3A, the laws of this state affirm a party's right to enter into this marriage and at the same time to live within the marriage under the full protection of the laws of this state with regard to violence and abuse. Neither party to the marriage is the property of the other. Assault, sexual abuse, and willful injury of a spouse or other family member are violations of the laws of this state and are punishable by the state.
- Applicants' social security numbers are collected pursuant to Iowa Code section 595.4 and 42 USC 405(c)(2), as amended by Section 1090(b) of Public Law 105-34. The law authorizes the Internal Revenue Service (IRS) to use social security numbers for determining Earned Income Tax Credit compliance on income tax returns and to authorize the State Registrar to report the social security number to the Child Support Recovery Unit.
- *The \$35.00 fee must accompany this application.*
- *Return this form and fee to the County Registrar of Vital Records in the county where you want your record to be filed.*
- *Review the Marriage Instructions handout for more details about obtaining the certified copy of your Certificate of Marriage.*

**\*\*\* CONFIDENTIAL INFORMATION REQUIRED BY IOWA CODE SECTION 595.4 \*\*\***

**\*\*\* ADMINISTRATIVE PURPOSES ONLY \*\*\* NOT FOR PUBLIC VIEWING, DISTRIBUTION OR PUBLICATION \*\*\***

**Party A** Social Security Number \_\_\_\_\_ **Party B** Social Security Number \_\_\_\_\_

Anticipated Ceremony Date \_\_\_\_\_ Anticipated Officiant \_\_\_\_\_



**Julie M. Haggerty**  
Polk County Recorder  
Registrar of Vital Records  
111 Court Ave Ste 250  
Des Moines, IA 50309-2251  
515-286-3160  
www.polkrecorder.com

## Marriage Certificate Address Update

Effective January 1, 2001, the \$35.00 application fee for your License to Marry in Iowa includes a certified copy of your marriage record after it has been properly registered. To ensure that you receive your certified copy as intended, please complete the following information so that we may have your correct information after marriage. The application fee is non-refundable if the marriage event does not occur as planned. Please provide a complete mailing address and daytime phone number where you can be reached.

MAIL CERTIFIED COPY TO:

\_\_\_\_\_  
Couples' Names after Marriage

\_\_\_\_\_  
Street Address/Apt.#/Route#/P.O. Box

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

Daytime Contact Phone # \_\_\_\_\_

The following immediate family member will arrange to pick up the License to Marry Packet (Sibling, Parent, or Grandparent only)

*Designated Person to Receive Packet* \_\_\_\_\_

**Party A Signature** \_\_\_\_\_

*And/Or*

**Party B Signature** \_\_\_\_\_

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(Office Use Only)

I affirm that the information on the Certificate of Marriage is true and accurate per the application submitted.

\_\_\_\_\_ **Party A Initials**

\_\_\_\_\_ **Party B Initials**