



## Office of the County Clerk

*Diana Alba*

*County Clerk*

*Commissioner of Civil Marriages*

*Marriage Services Division  
201 East Clark Avenue  
P O Box 551603  
Las Vegas NV 89155-1603*

### **Important Information**

- ♥ In order to have a legal marriage, a ceremony must be performed **in the state of Nevada by a person authorized to perform wedding ceremonies in Nevada.** (See the “Minister Licensing” page of the county Clerk’s web page for more information.) The ceremony may be performed at any entity that provides wedding ceremonies including, but not limited to: wedding chapels, churches, or the Clark County Office of the Civil Marriage Commissioner.
- ♥ Take your Marriage License, the Marriage Certificate, and the Keepsake Certificate to the person performing your ceremony.
- ♥ **Safeguard your marriage documents.** If they are lost or destroyed prior to your ceremony, you will be required to purchase another Marriage License for \$60.00.
- ♥ **Please review** your Marriage License and Marriage Certificate for accuracy. Please check the correct order and spelling of your names, your dates of birth, and your residence information.
- ♥ If an error is found, your License and Certificate must be corrected before the ceremony is performed. If you discover an error after you leave the Marriage License Bureau, please contact Marriage Services at 702-671-0580. The on-duty supervisor will give you instructions for having the correction made.
- ♥ After the ceremony has been performed and recorded, the only corrections that may be made are those due to typographical errors to the bride’s or groom’s names. Requests for these corrections must be submitted to the above address in writing. The correction process may take 2 to 4 weeks and may be subject to a \$71.00 fee.
- ♥ Please be aware that employees of the Clark County Clerk’s office and the Clark County Recorder’s office **DO NOT** make any type of solicitation for the purchase of copies of marriage records. Persons or businesses doing so are not affiliated with Clark County.
- ♥ If you paid for your license with a CREDIT CARD, your credit card statement will indicate a charge to AMCAD for the total amount of the transaction. AMCAD is a third party vendor that processes credit card transactions for the Clark County Clerk’s Office.

#### *Ex-Officio Clerk of:*

*Board of County Commissioners • Clark County Board of Equalization  
Clark County Liquor and Gaming Board • Mt. Charleston Fire Protection District  
Clark County Water Reclamation District Board of Trustees • Clark County Debt Management Commission  
Big Bend Water District Board of Trustees • Clark County Redevelopment Agency  
University Medical Center of Southern Nevada Board of Trustees*

## *How to Order Copies of Your Marriage Records*

Records are available for marriages occurring in Clark County since 1909.

**Marriage Licenses** may be searched online at [www.ClarkCountyNv.gov/depts/clerk](http://www.ClarkCountyNv.gov/depts/clerk)

Certified copies of the License may be ordered by mail request from the Marriage Services Division of the Office of the County Clerk at the address on the reverse side of this document. Include a self-addressed, stamped envelope and the fee of \$7 (U. S. funds) per certified copy requested.

**Apostilles** are required by some countries to finalize the marriage. Mail your request with a certified copy of the Marriage Certificate and a money order for \$20 (U. S. funds) payable to the Nevada Secretary of State to:

**Secretary of State  
Capitol Complex  
Carson City, Nevada 89701**

You may contact the Nevada Secretary of State at [www.sos.state.nv.us](http://www.sos.state.nv.us).

**Marriage Certificates** provide proof of marriage and may be purchased online at [www.ClarkCountyNV.gov/depts/recorder](http://www.ClarkCountyNV.gov/depts/recorder) or by mail request, using the form below, to:

**Clark County Recorder  
Attention: Marriage Certificate  
Box 551510  
Las Vegas, Nevada 89155-1510**

To confirm that your Marriage Certificate has been recorded within the ten days required by statute, you may call the Recorder's Office at (702) 455-4336 prior to ordering.

A certified copy of a **Marriage Certificate** is a copy of the original certificate. A **Marriage Abstract** is a certified document containing the information from the original certificate and may be used for most U.S. agencies and some foreign countries. A certified **Marriage Package** includes a certified copy of the original Marriage Certificate and a certified Marriage Abstract. Payment may be made by cash (in person only), money order, or credit card (Visa, MasterCard, Discover, American Express). Credit card payment is restricted to transactions made in person or on line. **The Clark County Recorder does not accept personal checks.** Applicable fees are listed below. Please allow up to 2 weeks to process your online order, and up to 3 weeks to process your mail request.

Type of Certificates	Number of Copies	Fee	Total
Certified Copy of Marriage Abstract		\$15.00	
Certified Copy of Marriage Certificate		\$15.00	
Certified Package - Copy of Abstract & Original (Available only for marriages performed from 1984 to present)		\$30.00	
<b>PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION</b>			
Application/Certificate Number:			
Name of Groom:			
Name of Bride (prior to this marriage):			
Date of Marriage:			
Return To	Name:		
	Address:		
	City, State, Zip:		
	Telephone Number:		
	E-mail Address: (in case we need to contact you while processing your order)		