

HOW TO OBTAIN A CERTIFIED COPY OF A MARRIAGE LICENSE

Certified copies of marriage records may be obtained in person or by mail from the Circuit Court Clerk's Office that issued the marriage license for a fee of \$3.00 a copy. The full names of both parties, date of marriage and place of marriage must be provided.

You may request certified copies by sending \$3.00 cash, check, or money order for each certified copy.

Mail your request to: Frederick County Circuit Court or Winchester Circuit Court
5 North Kent St
Winchester, VA 22601

Clerk's Number (located in the right corner of the license): _____

Both Parties Full Names at time of Application:

Date of Marriage:

Number of Copies:

Please send a SELF ADDRESSED STAMPED ENVELOPE to receive your certified copies.