## **Instructions to Apply for Marriage License**

It can take up to 45 minutes to complete the entire Marriage License process from start to finish. Here is a breakdown of what is needed/fees/etc...

We need to receive the marriage application ahead of time so we can get it entered into the system. Either scan and email it to <a href="townclerk@parismaine.org">townclerk@parismaine.org</a>, or <a href="townclerk@parismaine.org">deputyclerk@parismaine.org</a> or drop it off at the Paris Town Office or mail to:

Town of Paris 33 Market Square South Paris, ME 04281

If this is not a first time marriage, we require certified documents, with a raised seal, regarding how the previous marriage ended; a certified death certificate if it ended by a death or a certified divorce certificate obtained from the court in which you received your divorce. If you mail in your application or drop it off, you can supply the originals of these documents with the marriage application. If you scan and email your application, you will also scan and email those, as well as bring in the originals when you come to pick up your marriage license so we can verify that they are certified documents.

## Please allow us at least 24 hours to get the application information entered into our system.

Come to Town Hall to sign the application, provide personal identification, pay the \$40.00 fee and pick up the license.

Paris Town Office is open Monday through Friday 8am-4:30pm. Please come prior to 4pm to transact marriage licenses so that we have plenty of time to work through