

# Getting Married: Applying for a Marriage License

## 1. Marriage must take place in Bolton

## 2. Review Requirements

- Review the Marriage License requirements. [Available here.](#)

## 3. Complete Application

- Complete the Marriage License Application for it to be submitted to the Office of the Town Clerk. [Application form here.](#)
- Email it to the contacts listed on the left hand side of our page.

## 4. Email Completed Application

- Once we have received the emailed application, we will verify that the information is correct and filled out.

## 5. Appointment Required

- After we have reviewed the application, we will contact you via email to schedule an appointment. **Walk-in services are no longer offered.**

## 6. Bring to the appointment

- Both applicants must appear for appointment
- Show current State ID/Passport
- Fee for license is \$50. An extra \$20 to order a certified copy to be mailed after the license has been returned by the officiator. Pay by CASH or CHECK made payable to **Town of Bolton**
- Plan on spending about 10-15 minutes in the office.

### **Officiators returning completed Marriage license:**

- Return by mail in envelope proved by Town Clerk's office **OR**
- Place in envelope **(do not fold record)** and use the **drop box** located next to lower door during off hours **OR**
- Drop off in person.