

**Marriage Bureau
Erie County Courthouse
140 West Sixth Street, Room 123
Erie, PA 16501
(814) 451-6347**

Marriage application procedures, effective April 20, 2020 until further notice:

1. Applicants may complete the marriage application online to be printed from the Erie County website, or may request an application to be mailed for completion. Please print legibly if handwriting the application.
2. Applicants are to make two copies of the completed application. Please retain one copy of the completed application and forward the other copy of the completed application to the Marriage Bureau at the above address, along with copies of all pertinent documents, per our website, and the fee of \$60.00. We will only accept a money order payable to Clerk of Records.
3. When returning the application and fee, please include a telephone number or email address so that we can contact you to schedule an appointment.
4. When returning the application and fee, you will need to include both applicants' Social Security number (either copy of card or written out).
5. Upon receipt of the documentation, we will review, and if everything is in order, a Marriage Clerk will contact the applicants to schedule a videoconferencing or a time to meet with the Marriage Clerk, if needed. We would prefer videoconferencing given the current situation, but will accommodate applicants to meet personally if needed.
6. At the time of the videoconferencing or "in person" meeting, the Marriage Clerk will review the given information with both applicants together and give the oath. Both applicants will sign the completed application that they retained, in front of the Marriage Clerk. Additionally, the clerk will ask to see a copy of their IDs on camera at the time of the videoconferencing or in person.
7. If the meeting is to be in person, all applicants (including the Marriage Clerk) will be following the directives set out by Governor Wolfe and County Executive Dahlkemper in regards to safe practices.
8. The applicants will then forward the signed application to the Marriage Bureau at the above address. Upon receipt, the Marriage Bureau clerk will forward the marriage license to the address provided.

April 24, 2020