

Guidelines for Applying for a Marriage License In Cumberland County

- Both you and your fiancé will need to visit the Register of Wills office to apply for a marriage license. You may **begin** the marriage application process on-line at www.ccpa.net/mlapp; however both of you will still need to appear in the Register of Wills office to show the necessary documentation and sign your application.
- The Register of Wills Office is in the Courthouse on the Square in Carlisle. The office is in the far left corner of the first floor when you enter through the main entrance of the Courthouse.
- Our hours are Monday through Friday 8:00 a.m. to 4:30 p.m. (except holidays.) **Please arrive before 4:00 p.m.** so we have time to process your application. Due to the constraints of courthouse security and closing procedures please be aware that even with arrival by 4:00 p.m. applicants may be asked to come back at another time depending on the number of applications being processed.
- There is a \$55.00 filing fee which must be paid in CASH.
- We will ask to see your valid photo ID. Examples include: your driver's license, a passport, or other identification which is sufficient for the Register to be satisfied as to the identity of both applicants.
- The following information will need to be provided by both applicants and for each applicant's parents:

Place of Birth
Current Residence
Occupation

- If either of you have been married before, we will need to see your divorce decree from your last marriage if it ended in divorce. If your photo identification does not match your divorce decree, we will need to see proof that you resumed a prior name. We will need to see a death certificate if you were widowed.
- After you have made your application, there is a mandatory three day waiting period before your license becomes valid. The Clerk of Orphans' Court reserves the right to hold marriage licenses for up to the three day waiting period, if necessary. However, reasonable efforts will be made to provide the marriage license at the time of application.
- **IMPORTANT:** The license is **only valid for 60 days** from the day it is issued. If you do not get married within the 60 days, you will have to start the entire process over again and pay an additional filing fee.
- Your license will be valid in any county in the Commonwealth of Pennsylvania and Cumberland County recognizes licenses from any of the other 66 counties in Pennsylvania. Your license is **not valid** to marry outside of Pennsylvania.
- If you have any additional questions, please call the Register of Wills Office at 717-240-6345.

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