

## **HOW TO APPLY FOR A MACOMB COUNTY MARRIAGE LICENSE**

### **ONLY APPLY IF YOU PLAN ON GETTING MARRIED WITHIN 33 DAYS.**

(Read the instructions below for the method of obtaining your marriage license.)

### **TO APPLY IN PERSON AT 120 N. MAIN STREET, MT. CLEMENS 48043:**

#### **1. COMPLETE THE AFFIDAVIT FOR LICENSE TO MARRY FORM BY:**

- a. Submitting an application online at [clerk.macombgov.org/Clerk-Services-Marriage](http://clerk.macombgov.org/Clerk-Services-Marriage). Then come to our office and we will print the affidavit and confirm your information. **Or** complete the attached affidavit and bring it in.
  - b. Include your social security numbers and daytime phone number for both parties. The information on the affidavit should match what is on your birth certificate and driver's license. Only the state, or country, is needed for the parents' birthplace. Check the box indicating you received the educational pamphlet "Learn the Facts about HIV & STIs" enclosed in this packet.
  - c. **DO NOT SIGN** until you're in front of the Deputy Clerk who will then notarize your affidavit.
2. Only one Macomb County Resident needs to come and apply, however both are welcome to come.
  3. You will need your driver's license or state I.D. with your current address on it.
  4. The cost of the license is \$20. If both parties are from out of state and will be getting married in Macomb County, the cost is \$30. The license is not valid for the first three days. If you would like to use the license immediately, there is an additional \$10 charge. You will receive your marriage license the same day you apply.

### **TO APPLY VIA FAX, EMAIL, OR MAIL:**

(If your ceremony will occur less than 14 days from your application date, you will need to apply in person)

5. Complete the "**Marriage License application cover form.**" Answer #1-4 on the form.  
(IF THE MARRIAGE APPLICATION IS ILLEGIBLE, HAS INSUFFICIENT INFORMATION, OR CONTAINS ERRORS, YOUR APPLICATION WILL BE REJECTED AND YOU MUST APPLY IN PERSON.)
6. Complete the "**Affidavit for License to Marry**" form. Include both social security numbers and phone numbers.
7. The Macomb County resident **must sign** the Affidavit in front of a Notary Public **BEFORE** sending it in.
  - a. If you live in one of the states listed below and plan on getting married in Macomb County, you must obtain a notary certification from the notary and fax, email, or mail that along with the rest of the marriage packet. (AK, CT, DE, HI, ID, KY, MO, MT, NC, ND, NE, NH, NM, NV, NY, UT, VA, WA, WY.)
8. Return the cover page, affidavit, notary certification if applicable, and the credit card payment information form via one of the methods below:
  - a. You may FAX it to 1-877-443-9505. Call the Clerk's Office at (586) 469-5205 in a couple of hours to confirm the fax was received.
  - b. Email to: [vitalstaff@macombgov.org](mailto:vitalstaff@macombgov.org)
  - c. You may MAIL it to: Macomb County Clerk, 120 North Main, Mount Clemens, MI 48043-5656  
Attention: Marriage  
**(If you mailed your Affidavit for License to Marry, you must call the Clerk's Office at (586) 469-5205 after seven (7-10) days of the mailing to confirm it was received.)**
9. **CAREFULLY REVIEW THE MARRIAGE LICENSE UPON RECEIPT** and the instructions enclosed. If a correction is needed due to a typing error made by the clerk's office, there is no charge to make the correction. If a correction is needed because the Affidavit for License to Marry form was incorrectly filled out, there is a \$5.00 charge. The correction needs to be done **BEFORE** the ceremony (To change a license after the marriage ceremony, contact us immediately. Once your license has been sent to the State of Michigan, you will have to open a circuit court case, pay a filing fee of \$175, and have a judge sign an order to correct the marriage license).

If you have any questions or need assistance with this process, please call 586-469-5205.  
County Clerk Office Hours: Monday – Friday 8 a.m. - 4:15 p.m., Wednesdays until 6:45 p.m.  
120 N. Main, Mt. Clemens, MI 48043

# AFFIDAVIT FOR LICENSE TO MARRY

No. \_\_\_\_\_  
(for office use only)

STATE OF MICHIGAN

Anticipated Wedding Date: \_\_\_\_\_

County of: **MACOMB**

City of Marriage: \_\_\_\_\_

The Undersigned, being duly sworn, depose(s) and say(s) that:

## COUPLE INFORMATION

_____ and _____	
FULL NAME (First, Middle, Last) <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	FULL NAME (First, Middle, Last) <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
_____	_____
SURNAME ON BIRTH CERTIFICATE, IF DIFFERENT	SURNAME ON BIRTH CERTIFICATE, IF DIFFERENT
_____	_____
PRESENT AGE	DATE OF BIRTH
_____	_____
PRESENT AGE	DATE OF BIRTH
_____	_____
BIRTHPLACE -- CITY & STATE	BIRTHPLACE -- CITY & STATE
_____	_____
BIRTHPLACE -- CITY & STATE	BIRTHPLACE -- CITY & STATE
_____	_____
RESIDENCE NO.	STREET
_____	_____
RESIDENCE NO.	STREET
_____	_____
CITY, STATE, AND ZIP CODE	CITY, STATE, AND ZIP CODE
_____	_____
CITY, STATE, AND ZIP CODE	CITY, STATE, AND ZIP CODE
_____	_____
RESIDENCE COUNTY	TIMES PREVIOUSLY MARRIED
_____	_____
RESIDENCE COUNTY	TIMES PREVIOUSLY MARRIED
_____	_____

## PARENTS INFORMATION

_____	_____
FULL NAME (First, Middle, Last)	FULL NAME (First, Middle, Last)
_____	_____
SURNAME AT BIRTH	BIRTHPLACE
_____	_____
SURNAME AT BIRTH	BIRTHPLACE
_____	_____
FULL NAME (First, Middle, Last)	FULL NAME (First, Middle, Last)
_____	_____
FULL NAME (First, Middle, Last)	FULL NAME (First, Middle, Last)
_____	_____
SURNAME AT BIRTH	BIRTHPLACE
_____	_____
SURNAME AT BIRTH	BIRTHPLACE
_____	_____

intend to marry and that this affidavit is made for the purpose of obtaining a marriage license; that each of the above-named persons is of the age required by law, is not related to the other within the degree prohibited by statute and is of sufficient mental capacity to contract marriage; that said persons are acquainted with the laws of the State of Michigan relative to marriage as summarized upon the back of this blank; that there is no legal impediment to said marriage; and that to the best knowledge and belief of the undersigned all of the foregoing statements are true.

Educational materials regarding prenatal care and the transmission and prevention of venereal disease and HIV infection as well as information on the availability these diseases have been received.

### ONLY ONE APPLICANT MUST SIGN IN THE PRESENCE OF A NOTARY PUBLIC.

_____	_____
SIGNATURE	SIGNATURE
_____	_____
SOCIAL SECURITY NUMBER	SOCIAL SECURITY NUMBER
_____	_____
DAY PHONE NUMBER	DAY PHONE NUMBER
_____	_____

Subscribed to before me;  County Clerk;  a Notary Public of \_\_\_\_\_ County, Michigan  
acting in \_\_\_\_\_ County, and whose commission expires on \_\_\_\_\_, 20\_\_\_\_;  
or  other person authorized to administer oaths, and sworn to on \_\_\_\_\_, 20\_\_\_\_.  
(date notarized or oath administered)

# GETTING MARRIED IN MICHIGAN? WHAT YOU NEED TO KNOW....

## Who can marry....

To be able to marry you must not be married to someone else. (MCL 551.105) *If you have been married before, you may be asked to document that the earlier marriage has ended due to death or divorce.*

To obtain a Michigan marriage license the couple must be 18 years of age or older and be able to enter into legal contracts. (MCL 551.103)

If 16 or 17 years of age, a person can apply for a license but must have parental consent or consent of their legal guardian to marry. If custody of a person applying for a license under the age of 18 has been awarded by the court, the consent must be from a custodial parent. (MCL 551.51 and 551.103)

## Where to apply and where to marry....

If either of the couple are Michigan residents, they must apply with the county clerk where one or both have legal residence. Once the license is issued, Michigan residents can marry anywhere in the state. (MCL 555.101)

If neither of the couple lives in Michigan, they must apply with the county clerk where the marriage ceremony is to be performed. Once issued, the license can be used only in the issuing county. (MCL 551.101)

*In either case, a Michigan license is **not valid outside the state of Michigan.***

## Who can you marry....

There are restrictions on who someone can marry. (MCL 551.3 and 551.4)

A man cannot marry his mother, sister, grandmother, daughter, granddaughter, stepmother, grandfather's wife, son's wife, grandson's wife, wife's mother, wife's grandmother, wife's daughter, wife's granddaughter, brother's daughter, sister's daughter, father's sister, mother's sister, or cousin of the first degree.

A woman cannot marry her father, brother, grandfather, son, grandson, stepfather, grandmother's husband, daughter's husband, granddaughter's husband, husband's father, husband's grandfather, husband's son, husband's grandson, brother's son, sister's son, father's brother, mother's brother, or cousin of the first degree.

## The three day waiting period....

Generally, a marriage license is not issued for a period of three days from the date of the application. Applicants can, however, request a waiver of the three day waiting period from the clerk issuing the license. (MCL 551.103a)

## Special notice of perjury....

*Note that the application for a marriage license is a sworn affidavit. Making false statements in the marriage license affidavit is **an act of perjury** which is a prosecutable offense. (MCL 551.108)*

**MACOMB COUNTY MARRIAGE LICENSE APPLICATION COVER FORM**

FAX, EMAIL, OR MAIL THIS FORM TO MACOMB COUNTY CLERK  
WITH YOUR AFFIDAVIT FOR LICENSE TO MARRY FORM

**FAX TO: 1-877-443-9505 or EMAIL TO: vitalstaff@macombgov.org**

MAIL TO: Karen A. Spranger  
Macomb County Clerk Vital Records  
120 North Main, Mount Clemens, MI 48043  
**ATTENTION: MARRIAGE**

FROM: Name (Print legibly): \_\_\_\_\_  
Address (Print legibly) \_\_\_\_\_  
City (Print legibly) \_\_\_\_\_ Zip Code \_\_\_\_\_  
Day Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Fax Number you're faxing from: \_\_\_\_\_

**The following statements are true. Signature:** \_\_\_\_\_

RE: Marriage License – Affidavit For License To Marry (attached)

DATE: \_\_\_\_\_

PAGES: \_\_\_\_\_ (Include Affidavit for License to Marry and Credit Card Form.)

---

---

**\*\*\*\*IF THE MARRIAGE APPLICATION IS ILLEGIBLE, HAS INSUFFICIENT INFORMATION OR CONTAINS ERRORS,  
WE WILL REJECT YOUR APPLICATION AND YOU MUST APPLY IN PERSON.\*\*\*\***

**1. Marriage License Requirements** (Check all boxes that apply.)

- Check this box if your marriage ceremony will occur within 33 days.
- Check this box to acknowledge that by law your license will not be valid for three days, which means your ceremony cannot occur within three days (unless you obtain a waiver).
- Check this box if at least one person is a Macomb County resident (proof of residency on valid driver's license, or state i.d., is required).
- Check this box if both applicants are out of state residents (proof of residency on valid driver's license is required) and marriage ceremony will take place in Macomb County.
- Check this box if notarization is taking place outside of Michigan. Notary certification must be included.
- Check this box if both applicants are at least 18 years old.
- Check this box if applicants are not related.

**2. Marriage License Application Fee** (Check one box below.)

- \$20 if at least one applicant is a Macomb County resident.
- \$10 waiver fee (to waive the three-day waiting period).
- \$30 if applicants live out-of-state and ceremony will be in Macomb County.

**3. How do you want to get your marriage license?** (Check one box below)

- FREE - U.S. Mail, first-class. Send license to address above.
- FREE - Pick up at the Macomb County Clerk's Office.
- ADD \$24 - express mail (received within 2 days if ordered and processed by 10 a.m.)

**4. Payment Information** (Check one box below.)

- If applying by fax, complete Credit Card Information Form on next page.
- If applying by mail, complete Credit Card Information Form on next page, OR enclose a check payable to, "Macomb County Clerk."
- If applying in person, bring cash, credit card or a check to the county clerk's office payable to, "Macomb County Clerk."

**CREDIT CARD INFORMATION FORM**  
INCLUDE THIS FORM IF YOU ARE PAYING BY CREDIT CARD.  
YOU MUST USE THIS FORM IF YOU ARE APPLYING BY FAX.

**CREDIT CARD PAYMENT INFORMATION (PRINT LEGIBLY TO AVOID DELAY)**

Type of credit card being used:

VISA    MasterCard    Discover    American Express

Credit Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration Date: \_\_\_\_ - \_\_\_\_   Billing Zip Code: \_\_\_\_\_   CVV: \_\_\_\_\_  
(3 digit security code on back)

I authorize the Macomb County Clerk's Office to charge me UP TO the pre-authorized amount listed on page one for the marriage license.

**READ THIS AND SIGN BELOW**

I also authorize the Macomb County Clerk's office and all third parties to rely upon a facsimile copy of this form and the Affidavit for License to Marry form and facsimile or photocopies of these forms may be treated as an original document. **If you fax your Affidavit for License to Marry you must call the Clerk's Office at 586-469-5205 to confirm it was received.**

I understand the marriage ceremony must occur within 33 days of the date the Affidavit for License to Marry is filed or the marriage license will be void.

I understand there are penalties for making a false statement on an Affidavit for License to Marry.

\_\_\_\_\_  
Cardholder name (Please Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cardholder signature (REQUIRED)

**For HELP completing this form call 586-469-5205.**

**Macomb County Clerk's Office Use Only**

Card approved?	<input type="checkbox"/> yes <input type="checkbox"/> no	Clerk's initials: _____	Date: _____
Mailed?	<input type="checkbox"/> yes <input type="checkbox"/> no	Date: _____	
Certificates picked up?	<input type="checkbox"/> yes	Date: _____	

## How can STIs and HIV be prevented?

There are more tools than ever to help prevent HIV and STIs. Limiting your number of sexual partners, never sharing needles, using condoms the right way every time you have sex. In addition to using condoms, medications like pre-exposure prophylaxis (PrEP) can help reduce your risk of contracting HIV.

## What is PrEP?

PrEP is a once-a-day pill, that when taken every day can help prevent you from becoming infected with HIV. When you add PrEP to your daily routine and combine it with other preventative measures, like using condoms and having regular HIV tests, it could help you reduce your risk of getting HIV by over 90%. PrEP does not protect you from other STIs.

Only HIV-negative people can take PrEP. Consult with a medical provider to see if you might be a good candidate for PrEP.



## What are my testing options?

You can be tested for HIV and STIs by your doctor, at a local health department, or community clinic. To find a testing location near you, call the Michigan HIV/STI hotline: **800-872-2437**, or visit: **[www.michigan.gov/hivstd](http://www.michigan.gov/hivstd)**.

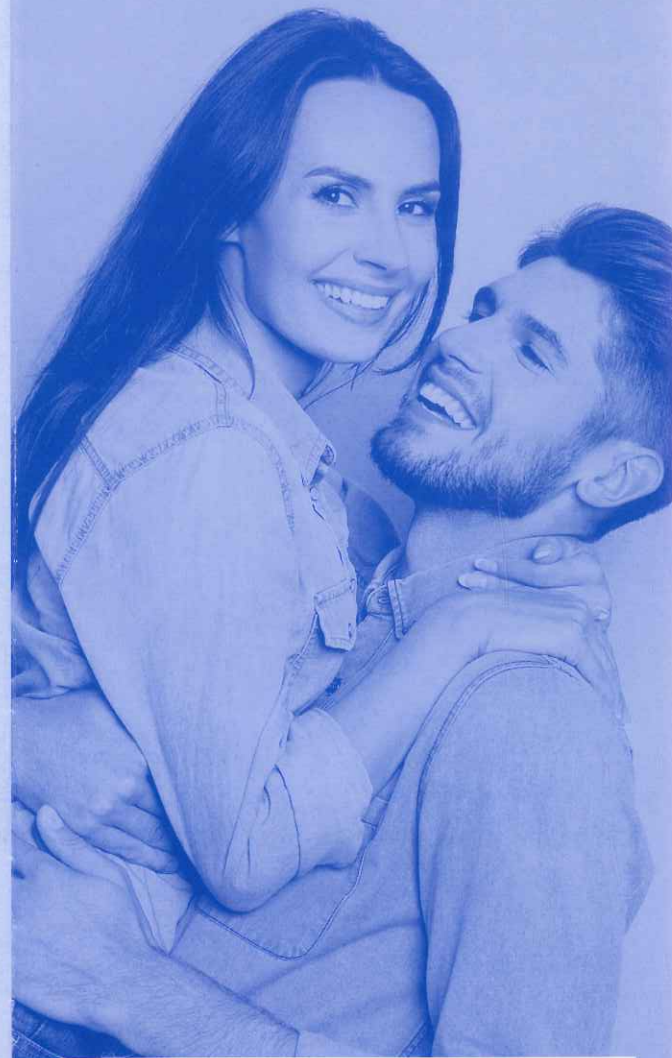
Additional information about HIV/AIDS, testing, prenatal care, and STIs call the Michigan HIV/STI hotline at **800-872-2437**.



The Michigan Department of Health and Human Services (MDHHS) does not discriminate against any individual or group because of race, religion, age, national origin, color, height, weight, marital status, genetic information, sex, sexual orientation, gender identity or expression, political beliefs or disability.

MDHHS is an Equal Opportunity Employer, Services and Programs Provider.

MDHHS-Pub-1215 (1/18)



# Learn the Facts about HIV & STIs

**T**his publication contains important information for couples considering marriage. In order to receive a marriage license in Michigan, you must be provided with written educational materials about sexually transmitted infections (STIs), human immunodeficiency virus (HIV)/acquired immunodeficiency syndrome (AIDS), and prenatal care.

In regards to HIV/STIs, pregnancy, and sex in general it is important to have open and honest communication with your partner that incorporates both risk reduction and pleasure on a regular basis in order to protect one another.

## What are STIs?

STIs are infections that are passed from one person to another during vaginal, anal, and oral sex. They're really common, and lots of people who have them don't have any symptoms. The only way to really know your status is to be tested for HIV and STIs. Some of the many STIs include chlamydia, syphilis, gonorrhea, human papillomavirus (HPV), herpes simplex virus (HSV), and HIV.

## What are some signs and symptoms of STIs?

For women:

- Unusual discharge from the vagina
- Burning or pain when urinating
- Pain or cramps in the tummy area
- Bleeding between periods
- Sores on vagina, anus, or mouth
- Symmetrical rash on the soles of hands/feet

For men:

- Drip from the penis or stained underwear
- Burning or pain when urinating
- Pain or swelling in testes
- Sores on anus or mouth
- Symmetrical rash on the soles of hands/feet

## How are STIs spread?

STIs are spread through sexual contact with someone who has an STI. Sexual contact includes oral, anal, and vaginal sex, as well as genital skin-to-skin contact. Other ways STIs are spread include from the mother to baby during pregnancy/delivery and through the sharing of needles when injecting drugs or other substances.

Some STIs, like HIV, chlamydia, and gonorrhea, are spread through sexual fluids, like semen and vaginal fluids. Other STIs, including HIV and hepatitis B, are also spread through blood. Genital herpes, syphilis, HPV, and HSV are most often spread through genital skin-to-skin contact.

## How are STIs treated?

Some STIs, like gonorrhea and syphilis, can be cured with medicine. If you are ever treated for an STI, be sure to finish all of your medicine, even



if you feel better. Others STIs, like HIV, HPV, and HSV cannot be cured but medicines can manage symptoms. Without treatment, STIs will not go away and can cause long lasting harm to your body.

The good news is that getting tested for STIs can be done by your own doctor, at your local health department, or other community clinic. Michigan law requires your case be kept private.

## What is HIV and AIDS?

HIV stands for human immunodeficiency virus. It is the virus that can lead to acquired immunodeficiency syndrome (AIDS) if not treated. If left untreated, a person can have HIV for many years before becoming sick or developing AIDS. A person who has HIV, and does not outwardly seem sick, can still pass the infection to others. When treated, a person with HIV can live a long productive life.



## How do you get HIV?

HIV can be passed through semen (cum), pre-seminal fluids, vaginal fluids, rectal fluids, blood, and breast milk. The virus can get into your body through cuts or sores, through mucous membranes (like the inside of the vagina, rectum, and opening of the penis), through birth from an infected mother to her child, or through breastfeeding. You can get HIV from:

- having vaginal or anal sex
- sharing needles or syringes for shooting drugs, piercings, tattoos, etc.
- getting stuck with a needle that has HIV-infected blood on it
- getting HIV-infected blood, semen (cum), or vaginal fluids into open cuts or sores on your body or mucous membranes
- from mother to child during pregnancy, birth or breastfeeding

HIV is usually spread through having unprotected sex. Using condoms every time you have sex and not sharing needles can help protect you from HIV.

If you have another untreated STI, you could be more at-risk for getting HIV if you are exposed to it. This is due to your body's defenses being weakened by the untreated STI.

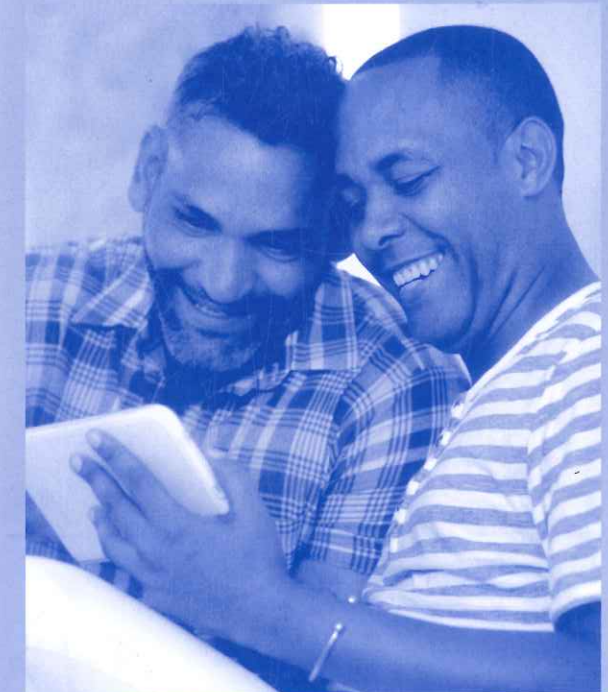
## How do I know if I have HIV?

Getting an HIV test is the only way to find out if you have the virus. Most people who become infected with HIV will usually show it on a test within the first four weeks from the time of infection. Knowing about your infection early and getting treatment may help you stay healthy longer.

## How do babies get HIV?

Babies may be born with HIV if the mother is infected. An infected pregnant woman can give HIV to her baby while still pregnant, during birth, and/or through breastfeeding. Getting tested and, if positive, started on treatment are important steps to help prevent a woman from giving HIV to her baby. Additionally, if a woman is infected with HIV she should not breastfeed her baby.

All pregnant women should be tested for HIV in the first trimester (or at the first prenatal visit). The Michigan Department of Health and Human Services also recommends all women be tested in the third trimester (preferably at 26-28 weeks).



**Designated HIV  
Counseling and Testing  
Agencies**

Macomb County Health Department  
Central Health Services Center  
43525 Elizabeth Road  
Mt. Clemens, MI 48043  
(586) 469-5235

Macomb County Health  
Department  
27690 Van Dyke #B  
Warren, MI 48093  
(586) 465-8090

Planned Parenthood of SE Michigan  
25932 Dequindre  
Warren, MI 48091  
(586) 558-0101