

STATE OF VERMONT
Request for Authorization to Officiate at a Vermont Civil Marriage

(revised July 2012)

Please submit request at least ten (10) days prior to ceremony.

You must be 18 years of age or older to officiate a Vermont marriage.

PLEASE PRINT CLEARLY. WRITING MUST BE LEGIBLE FOR CORRECT PROCESSING.

Officiant Applicant Information

Name: _____
First Last

Address: _____
Street/PO Box City State Zip

Email: _____ Phone: (____)_____
(include area code)

Date of Ceremony: _____

Information about parties to the marriage

1. First Party Name: _____
First Last

Address: _____
Street/PO Box City State Zip

Phone: (____)_____

2. Second Party Name: _____
First Last

Address: _____
Street/PO Box City State Zip

Phone: (____)_____

Signed: _____ Date: _____
Officiant Applicant

Please forward the completed application with a filing fee of \$100
by check or money order payable to the Vermont Secretary of State to:

Vermont Secretary of State
Attention: Temporary Officiant Program
128 State Street
Montpelier, VT 05633-1101

NOTE: Funds must be drawn on a US affiliated bank.

Where should we mail the certificate of authorization? ___ Officiant ___ First Party ___ Second Party Other: _____ Name _____ Address _____ e-mail: _____
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Unless directed otherwise, the officiant will receive the certificate of authorization to attach to the marriage license and both documents must be returned to the issuing town clerk within ten (10) days of the ceremony. Please call 802-828-2363 if you have questions. Office hours are 8:00 a.m. to 4:30 p.m. Monday through Friday, excluding holidays.