GETTING A MARRIAGE LICENSE IN WINCHESTER, CONNECTICUT



Follow these simple steps and feel free to call 860-738-6963 with any questions

**** Apply for your Marriage License***

1) Log onto www.townofwinchester.org
2) At top of the Home page click on the **GOVERNMENT** tab
3) Then click on the **TOWN CLERK** tab
4) Scroll down to APPLY FOR NEW MARRIAGE LICENSE
5) Open the **"Click here to Read Instructions Tab"** - Print these out!
6) Open the **"Click here to Open Application Tab"** - Answer all questions
7) Make sure to click **SUBMIT** tab to send your application!

**** Call Town Clerk for Appointment***

1) Call 860-738-6963 to **SCHEDULE** your **IN-PERSON** visit
2) **Town Clerk Office Hours**

Monday	8am - 4pm
Tuesday	8am - 4pm
Wednesday	8am - 4pm
Thursday	8am - 6pm
Friday	8am - Noon

**** Signing & Paying for Marriage License***

1) **Both parties** to the Marriage need to visit Town Clerk IN-PERSON
2) Proof of identity is required - Drivers License or Passport
3) Payment of **$50.00** is required (Cash or Personal/Bank Check Only)

Note - A courtesy list of Winchester Justices of the Peace is available for any couple that needs an officiant to perform the ceremony!

**** Picking up your Marriage License***

CT Law now requires a WAITING PERIOD after your License is Signed

Public Act 26-141 Sec 6 & 7 - 48 hours AFTER License is signed

Once the Marriage License has been completed and signed it can be picked up anytime after the full waiting period has expired.

**** Miscellaneous Details***

1) The hard copy MARRIAGE LICENSE is valid for **65 days** after the date it is issued. (This gives a cushion of time in case ceremony plans need to be revised)
2) The MARRIAGE LICENSE needs to be properly completed and signed by the ceremony officiant and then **RETURNED** to the Town Clerks office for official entry into the Town Records. Couples have **1 week** to make certain the hard copy License is returned.
   (Note - The License can be mailed or dropped off in-person by anyone!)
3) **CERTIFIED COPIES** of recorded Marriage Licenses are available at a cost of $20.00.

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