

Marriage Ceremony Request Form

Marriage Ceremonies are performed only on Thursdays. The first appointment is at 9:00 am and the last appointment is at 3:30 pm. Ceremonies are scheduled on a first come first serve basis. There is a non-refundable ceremony fee of \$37.00 payable by cash, check, money order or card that is due prior to the performance of the ceremony. Only a maximum of two adult witnesses are allowed to attend the ceremony. You will need to arrive 15 minutes before your scheduled appointment time to allow for preparation of paperwork. Please complete this form and email it to ClerkRecorder@co.king.ca.us We will respond to confirm your chosen date and time, or if the slot is already taken, we will respond with the next available appointment for your consideration.

All requests must be submitted by 5:00 pm the TUESDAY prior to your requested date.

Your Name: _____ Your Phone Number: _____

Date Requested:

Time Requested:

Please answer the following questions:

1. Do you already have a marriage license? Yes No
 - a. If you do not have a marriage license, can you arrive 30 minutes prior to your requested ceremony time? Yes No

2. Please list the first and last name of BOTH parties to this marriage:

Party #1

Party #2

3. Which language would you prefer your ceremony to be in? English Spanish
4. At least one witness is required for your ceremony. Our office can provide you one for an additional fee. Please mark one of the following:

I will bring my own adult witness but not more than two.

Please provide me a witness for an additional fee of \$15.00

5. Which type of vows would you prefer? Please select ONE.

Gender Neutral

Traditional Bride and Groom

Please email this completed form to ClerkRecorder@co.kings.ca.us and you will receive a confirmation shortly. Your appointment is not scheduled until confirmed by our office. If you have any questions, please call the office during normal business hours, Monday through Friday 8:00 am to 5:00 pm not including holidays, at (559) 852-2470.