PLEASE READ THE FOLLOWING INSTRUCTIONS FOR ONLINE MARRIAGE APPLICATION

REQUIRED INFORMATION

NOTE: You must fill out all required information on the marriage application. Both applicants must also bring the following information in person to the Dona Ana County Clerk’s Office:

For Applicants 18 years old or older:

1. Your government issued ID as proof of identity and age
2. $25.00 fee for the Marriage License (Cash, check, and major credit cards are accepted as forms of payment (if the fee is paid by credit card please be aware that a $3.00 processing fee will also be applied).

For Applicants who are 16 or 17 years old:

1. An original certified copy of your birth certificate
2. Your government issued ID
3. The written consent of each living parent listed on the birth certificate (Written consent may be provided in person at the Clerk’s Office or through a notarized statement. If a parent is deceased, a certified copy of the death certificate is required. If a parent is not deceased and is unable or unwilling to provide written consent, authorization to issue the marriage license must be provided by a District Judge)

For Applicants who are under 16 years old:

Marriages of persons under 16 years of age are only permitted when the children’s or family court division of the district court has authorized the marriage.

ONLINE INSTRUCTIONS:

Please use the instructions below to submit a Marriage Application Online. Note: You will still need to bring all required information listed above in person to the County Clerk’s office to finish processing your application as well as your transaction number and/or online marriage proof sheet.

1. Click Submit Marriage Application online
2. Click “Login as Guest.”

3. Click “Complete Marriage Application.”
4. Fill in all information for Applicant 1.

5. Click on the Applicant 2 tab and fill in all information for the second applicant.

6. Write down the Trans # in the grey box to the right.

7. Click “Submit to County” in the same grey box.

8. If you have a printer click, “Print Confirmation.”

9. Print the “Online Marriage Proof Sheet”

BRING ALL REQUIRED INFORMATION LISTED ABOVE IN PERSON TO THE COUNTY CLERK’S OFFICE ALONG WITH YOUR TRANSACTION # AND/OR ONLINE MARRIAGE PROOF SHEET TO COMPLETE THE MARRIAGE APPLICATION PROCESS AND RECEIVE YOUR MARRIAGE LICENSE.