



TOWN OF WILMINGTON  
OFFICE OF THE TOWN CLERK

P.O. Box 217, 2 East Main Street  
Wilmington, Vermont 05363  
Telephone: 802-464-5836 ext. 115  
Email: [tlounsbury@wilmingtonvt.us](mailto:tlounsbury@wilmingtonvt.us)  
Therese Lounsbury, Town Clerk

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## **STEPS FOR CIVIL MARRIAGE LICENSES:**

Information about Vermont License of Civil Marriage can be found online at:

[http://www.sec.state.vt.us/municipal/civil\\_mar.htm](http://www.sec.state.vt.us/municipal/civil_mar.htm)

Fill out the application including the signatures of the applicants and the bottom portion with the planned date of the ceremony and who the officiant will be. (You can find an application online at [www.wilmingtonvermont.us](http://www.wilmingtonvermont.us) (click on Town Clerk's Office)

**NOTE:** The license is good for SIXTY DAYS from date it is issued.

1. Officiant information is required prior to issuance of your license.
2. Return the completed application to our office through the mail slot at the Town Clerk's door, by regular mail or by e-mail (see mailing and e-mail address above).
3. Forward or bring a check made payable to Town of Wilmington for **\$70.00** with your application. This includes the first certified copy. If you would like more than one certified copy, please indicate how many you would like and include an extra \$10.00 per copy requested.
4. At least one party comes to the Town Clerk's Office **to sign and pickup the license. Licenses are being issued Tuesday and Thursday by appointment only**
5. You bring the license to the officiant for the ceremony.
6. After the officiant returns the completed license to our office we make a certified copy to be mailed to you. The original license stays in our vault as part of the permanent vital records and a copy is sent to the State of Vermont Health Department.

## **USEFUL INFORMATION**

In Vermont, Justices of the Peace are vested with the power to solemnize marriages and civil unions. For performing ceremonies, it is traditional for the parties to offer some compensation to the Justice of the Peace. There is no fee established by law, but an appropriate fee starts at \$100. Special circumstances such as unusual locations or ceremonies on holidays may call for a higher fee. If you wish to have an officiant from another state perform the ceremony, or wish for someone to acquire a "one day" authorization to perform a ceremony, contact Judge Pu's office at (802) 257-2898.

Changing the bride's/spouse's name (if desirable) occurs after the ceremony and you need to contact the Social Security Administration. SSA will request a certified copy of the marriage license as proof that you are married. **However**, when you fill out the marriage license application, please do so with the name you are known by **before** the wedding.

### **FREQUENTLY ASKED QUESTIONS**

**Is there a blood test required?**

No

**Is there a waiting period?**

As soon as the license is processed it can be used

**How long before the wedding can we get the license?**

No more than sixty days

**Do we need I.D. to pick up the license?**

This is discretionary and varies from town to town. In Wilmington we usually do not ask for I.D. however if you appear to be under age we will ask for identification.

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### **WILMINGTON JUSTICES**

Elizabeth McEwen 62 Castle Hill Road Wilmington, VT 05363 802-464-3979	Thomas Fitzgerald PO Box 195 West Dover, VT 05356 802-345-0809 (Cell)	