



MARRIAGE CERTIFICATE REQUEST

TOWN OF GRAY MAINE

For Office Use Only
Date Received: _____
Received by: _____

\$15 for 1st certified copy ~ \$6 for each additional copy of the same record purchased at the same time.

Instructions: Complete all sections and submit either in person or by mail to **Town of Gray**, 24 Main Street, Gray, ME 04039. We accept cash, checks and money orders—checks and money orders should be made payable to the “Town of Gray”. If you are mailing your request, please also include a self-addressed, stamped envelope.

RECORD REQUESTED

Full Name/Maiden Name of Spouse (1)		
Full Name/Maiden Name of Spouse (2)		
Date of Marriage		
# Copies		

APPLICANT

Last Name		First	
Street Address		Apartment/Unit #	
City		State	Zip
Phone		E-mail Address	

RELATIONSHIP

Indicate your relationship to the persons named on the requested record:

- Self/Spouse
- Parent
- Guardian
- Descendant
- Attorney of person on record
- Genealogist ID # _____

SIGNATURE

By signing below, I swear/affirm that the information above is true and correct.

Applicant Signature/Date:

Please see **Maine Statutes Title 22 Section 2706** for regulations concerning access to birth, marriage, and death records in the state of Maine. The Vital Records Eligibility Matrix available at <http://www.graymaine.org/documents/files/vital-records-access> summarizes these regulations.

Maine Vital Records are categorized in the following areas [Excerpted from Policy for Accessing Vital Records in Maine]:

- Completely Open records** – these are the records a municipality houses that have an occurrence date prior to January 1, 1892; “hands on” access is at the discretion of the municipal clerk based upon the condition of the records.
- Open records** – the following records are “open” once the number of years has passed since the date of occurrence – Births 75 years; Marriages 50 years; Deaths 25 years and Fetal Deaths 50 years. No identification or documentation is required in order to purchase a non-certified copy of a birth, death or marriage record. Certified copies of these birth, death or marriage records require identification and documentation in order to be purchased.
- Closed records*** – the following records are “closed” until the number of years has passed since the date of occurrence to classify them as open – Births less than 75 years; Marriages less than 50 years; Deaths less than 25 years and Fetal Deaths less than 50 years. Identification and documentation is required in order to purchase a certified or non-certified copy of a birth, death or marriage record.

Identification Requirement - Anyone purchasing a certified copy of a closed record as listed above shall complete a vital records order form which shall declare their name and their connection with the person who is listed on the record. Anyone purchasing a certified copy as listed above shall also show proof of identification (Clerk to initial as received): ___ driver’s license, ___ passport or ___ other government issued picture identification card (Clerk to specify: _____). If these are not available, then the requestor needs to show photocopies of two items from the following: utility bills, bank statements, car registration, copy of income tax return, personal check with address, a previously issued vital record/marriage license, letter from gov’t agency requesting vital record (e.g. DHHS, WIC), Dept. of Corrections ID card, Social Security card, DD214 form, hospital birth worksheet, license/rental agreement, pay stub or W-2, voter registration card, Medicare/Mainecare insurance card, private or public school photo ID, college photo ID, employee photo ID, or a disability award from SSA. These identification requirements apply to both certified and non-certified copies of vital records. (DRVS letter, 6-25-10) * **Eligibility matrix excerpt on reverse**



State of Maine

WHO CAN OBTAIN A CERTIFIED OR NON-CERTIFIED COPY OF A VITAL RECORD - Effective August 31, 2012:

Purchaser of the record must have a “direct and legitimate interest in the matter recorded” - MRSA Title 22, Section 2706

Type of Record (MRSA, Title 22, Section 2706 “Disclosure of vital records”, subsecs. 5 and 8)	Self	Spouse: must show marriage license*	Registered Domestic Partner: must show DP certificate	Parent(s)	Guardian: must show court issued guardianship papers	Descendant: of person listed on the record - their child, grandchild - must show lineage	Attorney or Agent: of person on record - must show notarized statement from person or his/her family or proof of contract. If for family must provide proof of relationship.	Family: Grandparent, Sibling, Step-parent, Step- child, Aunt, Uncle, Niece, Nephew, Mother-in-law, Father-in-law – must show proof of relationship	Non-Family: Boyfriend, Girlfriend, Fiancé, Friend, Neighbor, Ex-spouse	Genealogists: With no direct and legitimate interest, must show Maine ODRVS researcher card and personal ID	Genealogists/ Agent: Must show personal ID, Maine ODRVS researcher card, have direct and legitimate interest as agent & written authorization	Officiant/Informant /Funeral Establishment: Must be listed on the record, show ID
Birth Certificate - includes both legitimate and out of wedlock births	Yes	Yes	Yes	Yes – if listed on record	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
Marriage Intention & Certificate	Yes	Yes	Yes	Yes – if listed on record	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
Death Certificate - †	N/A	Yes	Yes	Yes – if listed on record	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes
Non-Certified Copy Of any birth, death or	Yes	Yes	Yes	Yes – if listed on record	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

* A person must show a copy of a marriage license to obtain a copy of their current spouse’s birth certificate. The spouse does not have to show a copy of their marriage license if they are purchasing a copy of a marriage license in which they are listed on the record or a copy of their spouse’s death certificate in which they are listed as the spouse on the record.

**Individual may have access to a certified or a non-certified copy of a record if they show direct and legitimate interest and are able to provide proof.

Identification Requirement - Anyone purchasing a certified copy of a record as listed above shall complete a vital records order form which shall declare their name and their connection with the person who is listed on the record. Anyone purchasing a certified copy as listed above shall also show proof of identification: driver’s license, passport or other government issued picture identification card. If these are not available, then the requestor needs to show photocopies of two items from the following: utility bills, bank statements, car registration, copy of income tax return, personal check with address, a previously issued vital record/marriage license, letter from gov’t agency requesting vital record (e.g. DHHS, WIC), Dept. of Corrections ID card, Social Security card, DD214 form, hospital birth worksheet, license/rental agreement, pay stub or W-2, voter registration card, Medicare/Mainecare insurance card, private or public school photo ID, college photo ID, employee photo ID, or a disability award from SSA. These identification requirements apply to both certified and non-certified copies of vital records. (DRVS letter, 6-25-10)

†Certified copies of short form death certificates may only be issued if you have a supply of the safety paper for this document. This safety paper was discontinued in 2007.