

**CITY HALL
OFFICE OF THE CITY CLERK
ROBERT P. MARASCO**

WHAT YOU NEED TO APPLY FOR YOUR CIVIL UNION LICENSE

Applicants must be present and provide the following:

One witness (18 years or older) who knows the applicants

ONE OF THE FOLLOWING PHOTO ID:

- VALID PASSPORT
- VALID DMV DRIVERS LICENSE
- VALID DMV NON-DRIVERS LICENSE
- MILITARY PHOTO ID

PLUS – SOCIAL SECURITY CARD

PROOF OF RESIDENCY MUST BE PRESENTED BY ONE APPLICANT:

If applicant can not provide a valid drivers license or non-drivers ID, then one of the following must be provided:

- Utility bill: gas/electric, cable or home telephone
- Credit Card bill, bank statement, or hospital bill
- Apartment Lease

(Any of the above documents must **not** be over 60 days old)

If you are divorced or have an annulled marriage, the divorce decree or the civil annulment documents must be presented.

Death certificate, if your former spouse is deceased.

There is a 72-hour (3 days) waiting period between the filing of the application and the issuance of the license. This 72-hour waiting period begins at the time the application is filed with the local registrar.

A non-refundable \$28.00 (cash only) license fee is due at the time license is issued.

Telephone: (973) 733-3825/3826

Hours: 8:30am to 4:00pm

Monday thru Friday, except holidays