



# City of Johnstown

Office of the City Clerk  
PO Box 160, 33-41 East Main Street  
Johnstown, New York 12095  
Phone: (518) 736-4011 • Fax: (518) 736-4032  
[www.cityofjohnstown.ny.gov](http://www.cityofjohnstown.ny.gov)

## INFORMATION TO OBTAIN A MARRIAGE LICENSE

IDENTIFICATION REQUIREMENTS	
YOU MUST SUBMIT ONE DOCUMENT FROM EACH COLUMN	
One (1) of the following forms of photo ID <ul style="list-style-type: none"><li>• Driver's License / Permit</li><li>• Non-Driver ID</li><li>• Passport</li><li>• Employment / Military ID</li></ul>	One (1) of the following to prove birth: <ul style="list-style-type: none"><li>• Birth Certificate</li><li>• Baptism / Christening Certificate w/ date of birth listed</li><li>• Naturalization papers</li></ul>

AGE REQUIREMENTS
<ul style="list-style-type: none"><li>• If either applicant is under 17 years of age, a marriage license cannot be issued.</li><li>• If either applicant is 17 years of age, such applicant(s) must present the written consent of both parents and a justice of the Supreme Court or a judge of the Family Court having jurisdiction over the city in which the application is made. One parent alone may consent to a minor's marriage if:<ul style="list-style-type: none"><li>- The other parent has been missing for one year preceding the application;</li><li>- The parents are divorced and the consenting parent was given sole custody of the child when the divorce decree was awarded;</li><li>- The other parent has been judged incompetent; or the other parent is deceased.</li></ul>Parents, guardians or other people consenting to the marriage of a minor must personally appear and acknowledge or execute their consent before the city clerk.</li><li>• If both applicants are 18 years of age or older, no consents are required.</li></ul>

- Licenses are issued Monday – Friday between the hours of 8:00 a.m. – 2:30 p.m. by **appointment**.
- \$40.00 fee (fee waived for **active** duty military; documentation required).
- Application must be completed:
- [cityofjohnstown.ny.gov/uploads/8/3/9/2/83922496/application.pdf](http://cityofjohnstown.ny.gov/uploads/8/3/9/2/83922496/application.pdf)
- Licenses are issued, in person, at the City Clerk's office and both parties must be present to sign the Affidavit.
- If there are any previous marriages, you must provide proof of divorce, annulment or death for each marriage.
- License must be obtained at least 24 hours in advance of the ceremony and is valid for 60 days (180 for **active** duty military).
- License is only valid in New York State.
- Once the ceremony has taken place the license must be returned to the Clerk's office where the license was issued. The marriage will be filed with New York State and a Certificate of Marriage will be mailed to the couple.