

To: Marriage License Applicants
From: New Shoreham Town Clerk's Office

Congratulations and Best Wishes! Thank you for contacting our office for your marriage license. We can issue you a license if you are planning a Block Island wedding, are **not** Rhode Island residents, and meet the criteria in the enclosed pamphlet.

Experience has taught us to request that all applicants send photocopies of their required documents in advance. That way, we can review your entire application before you come to Town Hall to sign the marriage license. We will contact you if your application appears incomplete. Questions and potential problems are much easier to settle (for instance by providing additional documentation) before you get here. Please send the following:

Marriage License Worksheet: Complete, sign and return the enclosed worksheet. Please include a daytime telephone number.

Birth Certificate: Mail a photocopy of your state or city issued original or certified birth certificate, and bring the original or a certified copy with you when you come to pick up your license. Look for a raised seal. We cannot use a notarized copy. If you need a birth certificate, it can be obtained from the local Department of Vital Statistics at City Hall in the town your parents lived when you were born, or that town's state government. Please note, that if you have a certificate issued by the hospital or a birth registration card it is not the same as a birth certificate.

If you were married before, you must provide proof that your most recent marriage has ended. Mail a photocopy of one of the documents noted below and bring the certified copy when you come to pick up your license. If the marriage ended in divorce, provide a certified copy of the final divorce decree. You can get one by contacting the Clerk of the Court that issued the divorce. If your marriage ended in death, provide a certified copy of your spouse's death certificate.

Licenses are issued at Town Hall during regular business hours. Town Hall is open Monday through Friday, 9:00 - 3:00. Town Hall is closed on all Federal Holidays, and the second Monday in August, which is a Rhode Island holiday. Please call if you are in doubt about our schedule. The bride and groom must both appear in person. At that time, your original documents will be examined and returned. There is no "waiting period" in Rhode Island, you may be married immediately; however, you must use the license within 90 days. If the license isn't used, you must return it to this office. A blood test is not required in Rhode Island. The application fee for the license is \$24.00. The original is kept in our vital records department. If you would like a copy of your license, the first certified copy costs \$20.00, additional copies ordered at the same time cost \$15.00 each.

If you plan to celebrate your event with more than 100 people, you may need a special event license. Please contact this office immediately for details.

The Block Island Chamber of Commerce can be reached at (401) 466-2982.

LOCAL OFFICIANTS

Elected Officials Empowered to Perform Civil Ceremonies

First Warden Kimberley Gaffett

P.O. Box 640
Block Island, RI 02807
(401) 466-2224 – Home
(401) 466-3200 – Work

Second Warden Raymond J. Torrey

P.O. Box 1269
Block Island, RI 02807
(401) 466-5691 – Home
(401) 466-3200 – Work

Local Officiants Empowered to Perform Religious Ceremonies

American Baptist:

Jewish:

Cantor Elliot Taubman
Sons and Daughters of Ruth
P.O. Box 277
Block Island, RI 02807
(401) 466-2861

Episcopalian:

St. Ann's By the Sea
P.O. Box 622
Block Island, RI 02807
(401) 466-2911

Roman Catholic:

Rev. Joseph Protano
St. Andrew's Church
P.O. Box 279
Block Island, RI 02807
(401) 466-5519

Empowered to Perform Civil Ceremonies

Honorable Richard Kyte
P.O. Box 489
Block Island, RI 02807
(401) 568-6875 (H)
(401) 954-2705 (Cell)
Email (preferred): rkyte1@cox.net

Internet Ministries

Universal Life Church

Barbara MacDougall
P.O. Box 1229
Block Island, RI 02807
(401) 466-2929

Rose Ministries

John Sisto
P.O. Box 598
Block Island, RI 02807
(401) 466-8986

**For Other Information, Please Call:
Block Island Chamber of Commerce, (401) 466-2982**

Outdoor Music/Wedding

Thank you for choosing to celebrate your wedding on Block Island. Our precious environment is a major attraction for the people who live here, visit here, and hold special events here.

We want to protect that environment, and there are Town ordinances you need to be aware of when planning your event: one important ordinance is that outdoor music at reasonable levels with moderate regulation is allowed until 9:00 p.m.

In addition, we ask that either you, or your wedding planner, designate an individual to monitor the noise level of the music being played. Block Island is a small place, and the combination of nearly constant carrying breezes and general lack of buffering trees cause outdoor sounds to be carried greater distances than might be expected, at any hour of the day or night.

If you plan to celebrate your marriage with more than 100 people in a residential zone, you will need to obtain a Special Event License from the Town Clerk. Please call the Town Clerk's Office at (401) 466-3200 for details.

We strive to strike a balance, which allows celebrations to be held while also protecting each person's right to an environment reasonably free from excessive noise. By working together, we can have a day that is special for both you and all people on Block Island.

Please be advised there is a local ordinance, which prohibits open containers of alcoholic beverages in public.

Regards,

New Shoreham Town Council

RHODE ISLAND DEPARTMENT OF HEALTH MARRIAGE LICENSE WORKSHEET

INFORMATION FOR LEGAL PURPOSES

GROOM

DATE OF APPLICATION _____

Name in Full _____

Present Mailing Address (Street Address or PO Box, City/Town, State, Zip Code) _____

City/Town and State of Residence _____

City/Town, State of Birth _____
(If not USA, name country)

Date of Birth (month/day/year) _____ Age: _____
On day of Issuance

Social Security Number* _____

Name of Father _____

State of Father's Birth _____
(If not USA, name country)

Mother's Full Maiden Name _____

State of Mother's Birth _____
(If not USA, name country)

BRIDE

DATE OF APPLICATION _____

Name in Full _____

Present Mailing Address (Street Address or PO Box, City/Town, State, Zip Code) _____

City/Town and State of Residence _____

City/Town, State of Birth _____
(If not USA, name country)

Date of Birth (month/day/year) _____ Age: _____
On day of Issuance

Social Security Number* _____

Name of Father _____

State of Father's Birth _____
(If not USA, name country)

Mother's Full Maiden Name _____

State of Mother's Birth _____
(If not USA, name country)

INFORMATION FOR LEGAL AND STATISTICAL PURPOSES

This information requested below is required by law, but is not issued on certified copies of marriage records unless requested by bride or groom.

GROOM

Number of this marriage (1st, 2nd, etc.) _____

If previously married:
Last marriage ended by (death, divorce) _____

Date last marriage terminated _____

BRIDE

Number of this marriage (1st, 2nd, etc.) _____

If previously married:
Last marriage ended by (death, divorce) _____

Date last marriage terminated _____

INFORMATION FOR STATISTICAL PURPOSES

NOTE: Section 15-2-7 of the General Laws of Rhode Island, 1956 as amended, requires completion of all items for which information is requested on this worksheet. However, the information requested below is not issued on certified copies of marriage records unless requested by the bride or groom. The information requested below is used for demographic and health use only in a wide range of social and health research studies.

GROOM

Race (White, Black, American Indian, etc.) _____

Education – list highest grade completed:

If elementary or high school (0, 1, 2, 3, 4 ... or 12)

state highest grade completed _____

If college (1, 2, 3, 4 or 5+)

state highest grade completed _____

BRIDE

Race (White, Black, American Indian, etc.) _____

Education – list highest grade completed:

If elementary or high school (0, 1, 2, 3, 4 ... or 12)

state highest grade completed _____

If college (1, 2, 3, 4 or 5+)

state highest grade completed _____

Being aware that a penalty of one thousand dollars (\$1,000) or a year imprisonment or both is provided for in Rhode Island law for furnishing false information to go on a vital record, I hereby certify that the information provided above is correct.

(Signature of Groom)

(Date of Signature)

(Signature of Bride)

(Date of Signature)

Name of Person Completing Information,
If not Groom _____

Name of Person Completing Information,
If not Bride _____

INFORMATION TO ASSIST IN REGISTERING YOUR MARRIAGE RECORD

Name, Address, and Phone Number of Church, office or home where marriage will take place, if known: _____

Name, Address, and Phone Number of Clergy or court official who will perform marriage, if known: _____

Date and City or Town planned for marriage ceremony. NOTE: License expires 3 months after issuance. _____

Name of witnesses, if known: _____

Phone Number of Groom: _____

Phone Number of Bride: _____

FOR OFFICE USE ONLY: Type of Document and ID # Used for Identification, for example, birth certificate, passport, etc.

GROOM: _____

BRIDE: _____

**GENERAL
MARRIAGE REQUIREMENTS
RHODE ISLAND**

Rhode Island Department of Health

Division of Vital Records
3 Capitol Hill, Room 101
Providence, RI 02908-5097
401.222.2812
www.health.ri.gov



Marriage Requirements In the State of Rhode Island

HOW to apply for a Marriage License

Both the bride and groom must:

- Apply for the marriage license in person at a city or town office (see section below on where to apply) and sign the license in the presence of the city or town clerk or his or her assistant.
- Present proof of birth facts and identification.
- If previously married, present a **certified copy** of the final decree of divorce (with the raised or original stamped court seal) or a **certified copy** of the death certificate of the previous spouse.
- If under age 18 or under control of a legal guardian, a parent or legal guardian must complete a “Minor’s Permit to Marry”. Grooms under age 18 and brides under age 16 will need court permission to marry.
- For a list of city and town offices, visit the Department of Health website at www.health.ri.gov under the Vital Records section.

Please note: If the bride and groom do not marry, the marriage license should be returned to the city or town office where the license was issued.

WHERE to apply for a Marriage License

Residents of R I

- **If the bride lives in Rhode Island**, apply for the license from the city or town clerk at the city or town of the bride’s residence.
- **If the bride does not live in Rhode Island but the groom does live in Rhode Island**, apply for the license from the city or town clerk at the city or town of the groom’s residence.
- **If either the bride or the groom is a resident of Rhode Island**, the marriage license is valid in any city or town in Rhode Island and the couple may be married anywhere in Rhode Island.

NON-Residents of RI

- **If both the bride and groom do not live in Rhode Island**, the marriage license must be obtained at the city or town clerk’s office where the ceremony will take place. The couple must marry in the city or town where the license was issued.
- If the marriage ceremony is performed in a city or town other than the city or town of issuance, the validity of the marriage may be in question.

Cost of the Marriage License	\$24.00
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WHO is allowed to correct information on the Marriage License?

- The State Office of Vital Records at the Department of Health can correct information on a marriage license.
- If any information is in error, the bride or groom should contact the State Office of Vital Records at 401.222.2812 after the marriage license has been registered.

RESPONSIBILITIES of the bride and groom

Both the bride and groom must supply:

1. Proof of birth facts and identification
 - A certified copy of a birth certificate.
 - For persons born outside the United States who cannot obtain a birth certificate, a valid passport or alien card may be accepted. Additional requirements may exist in some locations, as some offices may not accept a passport without a certified copy of a birth certificate.
 - Contact the city or town office where you will apply for the license to verify the requirements and the hours of operation. A list of city and town offices with phone numbers can be found on the Department of Health website at www.health.ri.gov under the Vital Records section.
2. If applicable, a “Minor’s Permit to Marry”

A “Minor’s Permit to Marry” form must be completed if a female applicant is under 18 years of age, or if the bride or groom (regardless of age) is under control of a legal guardian. The permit should be signed and notarized in the presence of the city or town clerk, or any clerk employed in that office. A female under age 16 and a male under age 18 cannot secure a marriage license in Rhode Island without the approval of Family Court.
3. Proof that previous marriages have ended
 - If either applicant has been previously married and that marriage ended in divorce, the applicant must present a **certified copy** of the **final** decree of divorce (with the raised or original stamped court seal) to the city or town clerk.
 - If either applicant has been previously married and that marriage ended in death, a **certified copy** of the death record must be presented to the city or town clerk.
4. Accurate information

Any person who willfully and knowingly supplies false information on a marriage license shall be punished by a fine of not more than \$1,000 or imprisoned not more than one year, or both, pursuant to Section 23-3-28 of the RI General Laws.

WHEN and WHERE can the ceremony occur?

- The license is valid for **three (3) months** (beginning with the issuance date and ending with the expiration date, as specified on the “License and Certificate of Marriage” form).
- The ceremony must occur during that three-month period.
- The location of the ceremony must take place where the marriage license is valid.

WHO can be witnesses at the ceremony?

- In addition to the officiant, the marriage must take place in the presence of two (2) witnesses who have reached legal age (18 years of age).
- If the honor attendants are witnesses and are less than 18 years of age, other persons of legal age who are present at the ceremony may sign as witnesses.

WHO can perform the ceremony?

General Laws of Rhode Island § 15-3-5: Officials empowered to join persons in marriage. – 15-3-5.

- Every ordained clergy or elder in good standing.
- Every justice of the supreme court, superior court, family court, workers' compensation court, district court or traffic tribunal.
- The clerk of the supreme court, every clerk or general chief clerk of a superior court, family court, district court, or traffic tribunal.
- Magistrates, special or general magistrates of the superior court, family court, traffic tribunal or district court.
- Administrators of the workers' compensation court and every former justice or judge and former administrator of these courts.
- Every former chief clerk of the district court.
- Every former clerk or general chief clerk of a superior court.
- The secretary of the senate.
- Elected clerks of the general assembly.
- Any former secretary of the senate or any former elected clerk of the general assembly who retires after July 1, 2007.
- Judges of the United States appointed pursuant to Article III of the United States Constitution.
- Bankruptcy judges appointed pursuant to Article I of the United States Constitution.
- United States magistrate judges appointed pursuant to federal law.
- Every justice and every former justice of the municipal courts of the cities and towns in this state.
- The police court of the town of Johnston.
- Every probate judge and every former probate judge.
- Wardens of the town of New Shoreham may join persons in marriage in New Shoreham.

RESPONSIBILITIES of the officiant

- Perform the ceremony.
- Sign the appropriate officiant section of the marriage license in black ink only (no commercial correction products may be used).
- Obtain witnesses' signatures on the marriage license in black ink only (no commercial correction products may be used).
- Register the marriage record within 72 hours with the city or town clerk **where the license was issued.**

Cost for one certified copy	\$20.00
Additional copies	\$15.00