INSTRUCTIONS FOR VIRTUAL MARRIAGE LICENSE APPLICATION:

Due to the COVID-19 public health emergency, the City of Cape May is currently offering **virtual** marriage license application appointments only. City property (including the beaches and parks listed on the Cape May City website's "Ceremonial Arrangements" page) are currently available for ceremonies. Participants **must** adhere to all current social distancing orders.

In order to participate in a virtual marriage license application appointment, applicants and their witness must have access to e-mail, Skype, a printer, and a scanner or fax machine. Appointments must be made in advance (please see the information below on how to schedule a virtual marriage license application appointment). The applicants must provide the Registrar with a Skype sign-in/e-mail address, and the Registrar will initiate the video conference. The applicants must print out a hard copy of the marriage license application **prior** to the start of the video-conference appointment.

The couple will **legibly** fill out the application on their end, sign, and have the witness sign while on a video call with the Registrar. They all will show their valid photo government-issued ID via their webcam, sign and date the form, and fax or scan over the application and all ID's to edillon@capemaycity.com.

Once the Registrar receives the documents, she will print them out and verify with the applicants on the video call that the documents were received. The Registrar will then sign and date the application.

Arrangements must be made with the applicants if they wish to pick up the marriage license or have the license mailed to them. The 72-hour waiting period is currently waived, and the license expiration has been extended to 90 days.

TO VIRTUALLY APPLY FOR A MARRIAGE LICENSE IN THE CITY OF CAPE MAY:

If either partner resides in New Jersey, the application must take place in the municipality where the applicant resides. If both partners are from out of state, **THEY MUST APPLY IN THE MUNICIPALITY WHERE THE MARRIAGE IS TAKING PLACE.**

Applicants must provide valid government-issued photo identification (example: unexpired photo Driver's License). If the Driver's License does not have the correct address listed, the applicant may instead provide a valid photo passport and proof of residency (example: utility bill/bank statement from within the last 90 days, vehicle registration/insurance card, etc.)

A witness 18 years or older (can be a friend or family member, but not the wedding officiant) with valid government-issued photo identification.

Application fee of $28.00 cash, check or money order **provided prior to conducting the virtual marriage license application appointment.** Checks will be made out **to City of Cape May.**

For mailing payment, the address is 643 Washington Street Cape May NJ 08204.

For an appointment please e-mail the following information to Emily Dillon, Deputy City Clerk/Deputy Registrar at edillon@capemaycity.com:

-Preferred appointment date

-Preferred appointment time

-Both partners' full **birth** & **current** names (if different) and address(es)

-Anticipated date of marriage

-Location of ceremony

-Day time phone number

Please note: If either applicant is divorced/has had a dissolution of Civil Union, the exact date and location of divorce/dissolution of Civil Union must be provided at the time of the application, along with the most recent spouse's full name at birth.

Additionally: At the time of the appointment, both applicants must provide the full birth names and birth locations of both parents (if applicable).

BEACH WEDDINGS & CITY PROPERTY

A permit is required to hold a ceremony on City property (including beaches, parks, and City Hall). If you have additional questions regarding a City location or use of the Mayor or Deputy Mayor as an officiant, please call Terry Stickle at (609) 884-9534 or e-mail terrys@capemaycity.com.

Ceremonial fees:
Administrative fee: $100
City Location fee: $50
Mayor/Deputy Mayor fee (if requested to officiate): $225