

**INSTRUCTIONS TO COMPLETE APPLICATION FOR CERTIFIED COPY
OF A CONFIDENTIAL MARRIAGE CERTIFICATE-\$16.00 PER COPY in
ALAMEDA COUNTY**

1	<p>Marriage Certificate Information:</p> <p>Print or type number of copies requested. Print or type party A / name of groom. Print or type party B / name of bride as shown on marriage license. Print or type date of marriage. Print or type city where license was purchased.</p>
2	<p>Applicant Information:</p> <p>If you ordered online at the Alameda County website, please include the 13-digit Order Confirmation Number.</p> <p>Print or type name of person ordering copy. Print or type street address where copy is to be delivered.</p> <p>We may need to contact you regarding your certificate order. Print or type telephone number of person ordering copy, including area code. Print or type email address.</p>
3	<p>Family Code Section 509 permits a party to a confidential marriage to obtain a certified copy of the confidential marriage certificate “By personally appearing before a notary public...producing proper identification, obtaining a certificate attesting to the party’s identity...and transmitting the certificate, together with a request for the certified copy of the confidential marriage certificate, to the county clerk of the county with which the certificate is filed.”</p> <p>Identify if you are party A / the groom or party B / the bride by checking one box.</p>
4	<p>DO NOT COMPLETE THIS PART UNTIL YOU ARE IN THE PRESENCE OF THE NOTARY PUBLIC WHO WILL PREPARE THE CERTIFICATE OF ACKNOWLEDGEMENT IN ITEM 5.</p>
5	<p>Certificate of Acknowledgement</p> <p>Complete Items 1 through 3 on this application, then take this form to a notary public. Complete and sign the sworn statement in Item 4 in the presence of the notary public. Request that the notary acknowledge your signature in the sworn statement in Item 4. Mail the original application, with Sections 4 and 5 completed, and the appropriate fee, to:</p> <p>Alameda County Clerk-Recorder 1106 Madison Street Oakland, CA 94607</p> <p>You may also fax the notarized statement to the office of the Alameda County Clerk-Recorder at 510 208-9957.</p>

APPLICATION FOR CERTIFIED COPY OF A CONFIDENTIAL MARRIAGE CERTIFICATE-\$16.00 PER COPY in ALAMEDA COUNTY
PLEASE REVIEW THE INSTRUCTIONS BEFORE COMPLETING THIS FORM

1	<p><u>Marriage Certificate Information</u> Number of copies requested: _____</p> <p>Name of Party A / Groom: _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Last First </div> </p> <p>Name of Party B / Bride: _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Last (name on marriage license) First </div> </p> <p>Date of Marriage: _____ City Where License was Purchased: _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Month/Day/Year </div> </p>
----------	--

2	<p><u>Applicant Information</u> (If ordered online) Confirmation #: _____</p> <p>Name: _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Last First </div> </p> <p>Shipping Address: _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> Number and Street City State Zip Code </div> </p> <p>Telephone Number: _(_____)_____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (Area Code) </div> </p> <p>Email Address: _____</p>
----------	--

3	<p>Certified copies of Confidential Marriage Certificates may be obtained only by the party A / groom or the party B / bride, or by court order. Requests made by any other person or agency will not be honored.</p> <p>Relationship (Check One): <input type="checkbox"/> Party A / GROOM <input type="checkbox"/> Party B / BRIDE</p>
----------	---

4	<p>I, _____, swear (or affirm) under penalty of perjury that I am the spouse whose <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (Print Your Name) </div> </p> <p>name is shown on the requested License and Certificate of Confidential Marriage, and that I am authorized to receive a certified copy of the marriage record identified on this application form. Sworn this _____ day of _____, 20_____,</p> <p>at _____ Signature: _____ <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (City and State) </div> </p>
----------	---

5	<p>Acknowledgement State of _____ County of _____</p> <p>On _____ before me, _____, personally appeared <div style="display: flex; justify-content: space-between; width: 80%; margin: 0 auto;"> (name and title of the officer) </div> </p> <p>_____ who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he/she executed the same in his/her authorized capacity, and that by his/her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.</p> <p>I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct. WITNESS my hand and official seal:</p> <p>_____</p> <p>Signature of Notary Public (Notary Seal)</p>
----------	--

<p>Office use only: Reel/Image _____ Cert. # _____ Paper # _____ Deputy _____</p>
--