

## Township of Wall Township Registrar Office 2700 Allaire Road Wall, NJ 07719 (732)449-8444 Ext. 2200

# Instructions for the Handling and Processing of Your Marriage License

- 1. Please give the attached certificates to your officiant to complete.
  - a. The officiant will complete sections 3, 4, 5a, 5b, and 5c (yellow & green highlight)
    - i. Please only indicate the **municipality** and **county** on line 3. Do <u>not</u> include address, location, or venue. (yellow highlight)
  - b. Please note "Officiant" is <u>not</u> an accepted title by the State of New Jersey (Minister, Priest, Rabbi, etc...)
    - i. Please visit our website for a complete listing of who can perform a ceremony
  - c. You will need two witnesses on the date of your ceremony.
    - i. The witnesses will complete 6a, 6b, 6c and 7a, 7b, and 7c respectively. (orange & blue highlights)
  - d. Marriage certificates are valid for 30-days upon issuance.
- 2. Please be careful when filling out the required information because the **State of New Jersey will not accept strikeouts** or whiteouts.
  - a. If there is a whiteout and/or strikeout a duplicate original will be required, which will delay the issuance of certified copies.
  - b. If there is an error made when filling out the certificates, an amendment will need to be completed, which will delay the issuance of certified copies.
    - i. The cost for amendments in Wall Township is \$20.00.
- 3. After the certificates are filled out in their entirety they should be distributed as follows:
  - a. Copy 1 and Copy 2 are submitted to the local registrar of the <u>municipality where the ceremony took place.</u>
  - b. Copy 3 is retained by the couple. Please note this is <u>not</u> a legal document.
  - c. **Copy 4** is retained by the officiant.
    - (Please see the bottom of the certificates to distinguish the copy number)
- 4. After the certificates are filed in the municipality in which the marriage occurred, an application for certified copies can be made. Certified copies are needed for:
  - a. Change of name with Motor Vehicles
  - b. Health insurance coverage
  - c. Social Security

- d. Passport
- e. Banking
- 5. Wall Township's application for certified copies can be found at <a href="http://wallnj.com/220/Vital-Statistics">http://wallnj.com/220/Vital-Statistics</a>
  - a. Wall Township is \$20.00 per certified copy.
  - b. We accept checks made payable to the Township of Wall or cash.
- 6. Certified copies can be applied for by mail (mailed to Wall Township Attn: Registrar 2700 Allaire Rd, Wall, NJ 07719)
  - a. Applications cannot be done online

Local Registrar	NEW JERSEY DEPARTMENT OF HEALTH CERTIFICATE OF MARRIAGE See reverse side for instruction.		FOR STA	ATE USE ONLY
File No.				
	1. FULL NAME OF SPOUSE A (List name given at birth or on bi	irth certificate/Maiden name)		
Place	2. FULL NAME OF SPOUSE B (List name given at birth or on bi	irth certificate/Maiden name)		
	3. PLACE OF MARRIAGE (MUNICIPALITY AND COUNTY)		4. DATE OF MA	RRIAGE
	LOCATION OF CEREMONY: MUNICIPALI	ITY AND COUNTY (not mailing addre	ess) DATE O	F CEREMONY
	5a. PRINTED NAME OF PERSON PERFORMING CEREMONY			NY
	OFFICIANT NAME - PLEASE PRINT CLEA	ARLY X		
	5c. TITLE ADDRESS	CITY	STATE	ZIP CODE
	TITLE OF OFFICIANT (I.E. MINISTER, PASTOR, REVEREND, PRIEST, JUDGE)			
	6a. PRINTED NAME OF WITNESS	6b. SIGNATURE OF WITNESS		
	1st WITNESS - FULL NAME	X		
	6c. ADDRESS	CITY	STATE	ZIP CODE
	1 <sup>ST</sup> WITNESS - FULL ADDRESS			
	7a. PRINTED NAME OF WITNESS	7b. SIGNATURE OF WITNESS		
	2 <sup>ND</sup> WITNESS - FULL NAME	X		
	7c. ADDRESS 2ND WITNESS - FULL ADDRESS	CITY	STATE	ZIP CODE
	8a. SIGNATURE OF LOCAL REGISTRAR		8b. DATE RECEIV	/ED

## Did you know these venues are located in Wall Township?

The Mill **(outside only!)** 101 Old Mill Road Wall, NJ 07762 Oak Tree Lodge 1412 Schoolhouse Road, Wall NJ 07753 Allaire Chapel 4263 Atlantic Avenue Wall, NJ 07727 Pat's 30 Acres 4103 W. Hurley Pond Road Wall, NJ 07719

If you are married outside of Wall Township, send copy 1 and 2, of your certificates to the registrar of the municipality that the ceremony took place.

## For your convenience, below is contact information for Registrar offices in Monmouth County.

## **Asbury Park City**

1 Municipal Plaza Asbury Park, NJ 07712 Phone: 732-502-5721

## Atlantic Highlands

100 First Avenue Atlantic Highlands, NJ 07716 Phone: (732) 291-1444 Fax: (732) 291-9725

## Avon-By-The-Sea

Municipal Building 301 Main Street Avon, NJ 07717 Phone: 732-502-4510

## Belmar Borough

P.O. Box A 601 Main Street Belmar, NJ 07719 Phone: (732) 681-3700 Fax: (732) 681 -3434

#### **Bradley Beach**

Borough Hall 701 Main Street Bradley Beach, NJ 07720 Phone: (732) 776-2983 Fax: (732) 775-1782

#### **Brielle Borough**

601 Union Lane P.O. Box 445 Brielle, NJ 08730 Phone: 732-528-6600

#### Colts Neck Township

124 Cedar Drive Colts Neck, NJ 07722 Phone: (732) 409-7135 Fax: (732) 462-5470

## Eatontown Borough

47 Broad Street Eatontown, NJ 07724 Phone: (732) 389-7600 Fax: (732) 389-7602

#### Fair Haven Borough

Municipal Building 748 River Road Fair Haven, NJ 07704 Phone: (732) 747-0241 Fax: (732) 747-6962

#### Farmingdale Borough

P.O. Box 58 11 Asbury Avenue Farmingdale, NJ 07727 Phone: (732) 938-4077 Fax: (732) 938-2023

## Freehold Borough

51 West Main Street Freehold, NJ 07728 Phone: 732-462-1259

## Freehold Township

1 Municipal Plaza Freehold, NJ 07728 Phone: (732) 294-2010 Fax: (732) 462-7910

## Hazlet Township

1766 Union Ave Hazlet, NJ 07730-2444 Phone: (732) 264-1700 Fax: (732) 264-1785

#### Highlands Borough

171 Bay Avenue Highlands, NJ 07732 Phone: (732) 872-1224 Fax: (732) 872-0670

# Holmdel Township

4 Crawfords Corner Rd Holmdel, NJ 07733 Phone: 732-946-2820 Fax: 732-946-0116

# Howell Township

4567 Route 9 North P.O. Box 580 Howell, NJ 07731 Phone: (732) 938-4500 Fax: (732) 938-4818

## **Keyport Borough**

70 West Front Street Keyport, NJ 07735 Phone: (732) 739-5136 Fax: (732) 739-3479

#### Lake Como

P.O. Box 569 1740 Main Street Lake Como, NJ 07719 Phone: (732) 681-3232 Fax: (732) 681-8981

## Little Silver Borough

Municipal Building 480 Prospect Avenue Little Silver, NJ 07739 Phone: (732) 842-2400 Fax: (732) 219-0581

## Loch Arbour Village

550 Main Street Loch Arbour, NJ 07711 Phone: 732-531-4704

## Long Branch City

344 Broadway Long Branch, NJ 07740 Phone: (732) 571-5665 Fax: (732) 222-1516

## Manalapan Township

120 Rt. 522 Manalapan, NJ 07726 Phone: (732) 446-8346 Fax: (732) 446-1576

#### Manasquan Borough

201 E. Main Street Manasquan, NJ 08736 Phone: (732) 223-0544 Fax: (732) 223-1300

# Marlboro Township

1979 Township Drive Marlboro, NJ 07746 Phone: 732-536-0200 Fax: 732-536-9652

## Matawan Borough

Registrar's Office 201 Broad Street Matawan, NJ 07747 Phone: 732-566-3898 Fax: 732-566-0036

#### Middletown Township

180 Main Street
Port Monmouth, NJ 07758
Phone: (732) 615-2094
Fax: (732) 671-8697

## Monmouth Beach

22 Beach Road Monmouth Beach, NJ 07750 Phone: (732) 229-2204 Fax: (732) 870-8245

## Neptune Township

25 Neptune Boulevard P.O. Box 1125 Neptune, NJ 07753 Phone: (732) 988-5200 Fax: (732) 988-6433

## Ocean Township

Town Hall 399 Monmouth Road Oakhurst, NJ 07755 Phone: (732)531-5000

## Oceanport Borough

222 Monmouth Blvd. Oceanport, NJ 07757 Phone: 732-222-8179

## Point Pleasant Beach Borough

416 New Jersey Avenue Point Pleasant Beach, NJ 08742

Phone: 732-892-1118 X211

## Point Pleasant Borough

P.O. Box 25 2233 Bridge Avenue Point Pleasant, NJ 08742 Phone: (732) 892-4183

## Red Bank Borough

P.O. Box 868 90 Monmouth Street Red Bank, NJ 07701 Phone: (732) 530-2755 Fax: (732) 530-2757

## Rumson Borough

Borough Hall 80 E. River Road Rumson, NJ 07760 Phone: (732) 842-3300

## Sea Bright Borough

1167 Ocean Avenue Sea Bright, NJ 07760 Phone: 732-842-0099

#### Sea Girt Borough

PO Box 296 321 Baltimore Blvd. Sea Girt, NJ 08750 Phone: 732-449-9433

## Shrewsbury Borough

419 Sycamore Avenue P.O. Box 7420 Shrewsbury, NJ 07702 Phone: (732) 741-4200 Fax: (732) 741-6549

## Spring Lake Borough Municipal Building

Municipal Building 423 Warren Ave Spring Lake, NJ 07762 Phone: (732) 449-0800 Fax: (732) 449-8797

## Spring Lake Heights

555 Brighton Avenue Spring Lake Heights, NJ 07762 Phone: (732) 449-3500 Fax: (732) 449-8264