



**PETER ALDANA**  
**COUNTY OF RIVERSIDE**  
**ASSESSOR-COUNTY CLERK-RECORDER**  
[www.rivcoacr.org](http://www.rivcoacr.org)

**Assessor**  
(951) 955-6200

**County Clerk-Recorder**  
(951) 486-7000

**Mailing Address**  
P.O. Box 751  
Riverside, CA 92502-0751

## **IMPORTANT NOTICE**

### **READ THIS BEFORE COMPLETING MARRIAGE LICENSE**

**Confidential Marriage License is Only Valid for 90 Days from the Date of Issuance**

#### **TO THE PROSPECTIVE COUPLE:**

1. The Confidential Marriage License is only valid for a period of 90 days after it is issued by the County Clerk.
2. The Confidential Marriage License can be used to get married anywhere in the State of California.
3. If a Confidential Marriage License is lost, damaged, or destroyed before the performance of the ceremony, the couple must re-apply for a new marriage license and pay the new license fee. If the license is lost, damaged or destroyed after the ceremony has taken place, the County Clerk may issue a duplicate license for a fee of \$28.00.
4. A certified copy of the officially registered Confidential Marriage License may be obtained for \$17.00. A party to a Confidential Marriage may obtain a certified copy from the County in which the license is filed in any of the following ways (Family Code, Sections 509(a)(1),(2), & (3)):
  - A. By submitting the application for a certified copy of the Confidential Marriage License provided to the parties at the time of the issuance of the license, along with the fee and a self-addressed, stamped envelope for return of the certificate; the application must be notarized. If you no longer have the application, a written request properly notarized will suffice.
  - B. By personally appearing at the County Clerk's Office where the license is filed and producing proper identification and fee.

#### **TO THE PERSON PERFORMING THE CEREMONY.**

1. Print all information clearly in boxes 27A, 27B, 27C, 28B, 28C, 28D, and 28E at the bottom of the license. Be sure to complete all requested information. Please do not use "Pilot Gel Frixion" pen when completing this section. **PLEASE USE BLACK INK.**
2. Signature in box 28A needs to be legible.
3. Date of marriage in box 27A should be numbers only (example March 25, 2008 would be: 03/25/2008). Always use 2 digits for the month and day and 4 digits for the year.
4. **DO NOT** affix church seals to this document.
5. **DO NOT** have the notary sections (boxes 26A through 26E) filled out by a notary. These boxes are for the County's authorized notaries and are only to be filled out if the license is issued to one of them by the County.
6. **DO NOT** alter, erase, strikeover, use correction fluid, correctable tape, or write or type over pre-printed lettering on this document. All entries must be within the item boxes and not on or across the line of the form. If you make a mistake, **LEAVE IT**. If the mistake is just incorrect information, the Clerk's Office will do an amendment to correct the mistake. The fee for an amendment is \$11.00. If you alter the license in any way, type over pre-printed lettering or across the lines, or print information in a signature box, or sign in an incorrect box, an amendment cannot be issued to correct the license, and a duplicate license will have to be issued at a cost of \$28.00. All fees shall be paid prior to issuance of amendment or duplicate license.
7. You must file this license within TEN (10) days of the date of the ceremony. **THIS IS YOUR RESPONSIBILITY – DO NOT GIVE THE COMPLETED LICENSE TO THE COUPLE TO FILE.**

Mail the completed license to:  
*ASSESSOR / COUNTY CLERK / RECORDER*  
*Attn: Clerk Section*  
*P.O. Box 751*  
*Riverside, CA 92502-0751*

**OR** hand carry to:  
*ASSESSOR / COUNTY CLERK / RECORDER*  
*Clerk Section*  
*2724 Gateway Drive*  
*Riverside, CA 92507*