

Laura Richard
Fort Bend County Clerk
301 Jackson, Suite 101
Richmond, Texas 77469-3108
Phone: (281) 341-8685 Fax: (281) 341-8669
Email: cclerk@fortbendcountytexas.gov

**APPLICATION FOR A CERTIFIED COPY OF A MARRIAGE LICENSE OR
KEEPSAKE MARRIAGE CERTIFICATE**
(Original Marriage License was purchased in Fort Bend County)

CERTIFIED COPY: \$21.00 certified copy fee is non-refundable (TAC 181.22 (h)(s) and HSC 191.0045 (h)) and will be applied as a search fee or a license production fee when the clerk conducts a search of marriage records. You have the option of searching the records online at ccweb.co.fort-bend.tx.us and paying a "per page" copy fee when the customer provides the certificate number with the request. ***\$1.00 per page + \$5.00 per certification (if requested) + \$1.00 vitals preservation fee.**

Please check this box to make a voluntary contribution of \$5 to promote healthy early childhood (HSC 191.0048) if purchasing a certified copy of a marriage license.

KEEPSAKE MARRIAGE CERTIFICATE: \$25.00 per copy. \$21.00 search fee applies when the clerk conducts a search of marriage records (TAC 181.22 (h)(s) and HSC 191.0045 (h)) and will be credited toward cost of keepsake certificate if record is found. The keepsake marriage certificate is NOT a legal document.

THE FOLLOWING INFORMATION IS REQUIRED TO OBTAIN A COPY OF A MARRIAGE LICENSE FILED IN FORT BEND COUNTY. PROVIDE INFORMATION AS IT WOULD APPEAR ON THE ORIGINAL APPLICATION COMPLETED AT THE TIME OF THE MARRIAGE.

APPLICANT ONE:

FIRST NAME MIDDLE LAST (MAIDEN OR PREVIOUS)

APPLICANT TWO:

FIRST NAME MIDDLE LAST (MAIDEN OR PREVIOUS)

DATE OF MARRIAGE: MARRIAGE FILE NO.

APPLICANT INFORMATION:

FIRST NAME LAST NAME

MAILING ADDRESS STREET ADDRESS CITY STATE ZIP PHONE #

EMAIL ADDRESS

*NO. OF CERTIFIED COPIES REQUESTED *NO. OF KEEPSAKE CERTIFICATES REQUESTED

SIGNATURE OF APPLICANT DATE

OFFICE USE ONLY

Amount Paid Clerk Rcpt # Date

(Circle One)
Cash Check Credit Card Auth # Processed by

Date Completed Walk in Mailout Hold for Pickup (Circle One)