

Town of Victor - Application for Marriage Record

Information Page

General Instructions

- Use this application if you are the bride, groom, or spouse named on the marriage certificate.
- If you are **not** the bride, groom, or spouse named on the marriage certificate, you must submit with this application documentation establishing a judicial or other proper purpose (see below).
- **Do not** use this application for genealogy requests.
- Mail or bring in the completed application, copy of your identification, any required documentation, along with payment to: Victor Town Clerk, 85 East Main Street, Victor, NY 14564.
- **No faxed or emailed copies of the application will be accepted.**

What is a judicial or other proper purpose?

- If the applicant is not the bride, groom, or spouse, a judicial or other proper purpose must be documented. An example of a lawful right or claim would be a marriage record needed by the applicant to claim a benefit.
- Documentation would consist of a copy of a court order or an official letter verifying that a copy of the requested marriage record is required from the applicant.

Identification requirements – Application must be submitted with copies:

Note: Copy of Passport required if request is made from a foreign country that requires a U.S. Passport for travel.

One (1) of the following forms of valid photo-ID:

- Driver's License
- Non-Driver Photo ID Card
- Passport
- Other government issued photo-ID

Fees

- There is a \$10.00 fee for each certified copy.
- Payments accepted: check, money order or bank check payable to "Victor Town Clerk".
- Credit card payments accepted in person only (With applicable fees)
- If no record is on file, a "**No Record Certification**" will be issued and the fee returned.

Note: If the request is from a qualified applicant that indicates a Post Office Box as their return address, a NOTARIZED signed consent is required.