

Virginia Beach Circuit Court Clerk's Office

Certified Copy of Marriage License Form

Instructions:

- Complete this form and return it with: (a) your payment and (b) a ***self-addressed, stamped envelope*** to:
Circuit Court Clerk's Office
Attn: Marriage License Department
2425 Nimmo Parkway
Virginia Beach, VA 23456
 - Send a money order, certified check, or personal check, in the amount of \$2.50 for ***each*** certified copy. The check is to be made payable to: **Circuit Court Clerk.**
 - **Personal checks** must be written on a **local bank** (Virginia Beach, Norfolk, Chesapeake or Portsmouth).
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Copies Requested: _____ x \$2.50 per copy = _____ (Amount Enclosed)

Name of Party: _____

Name of Party: _____

Date of Marriage: _____

Daytime Phone: (_____) _____

Address where copies are to be mailed: _____

OFFICE USE ONLY:
Date Received:
Date Copy Mailed: