



# Request for Marriage Certificate

Did the Applicant APPLY for the Marriage License in Otter Tail County?

Yes  No (If the answer is no, copies of marriage certificates are in the County that the couple applied for the license.)

Marriage Certificate Information			
Applicant 1 Full Name Prior to Marriage		Date of Birth	
Applicant 2 Full Name Prior to Marriage		Date of Birth	
Date of Marriage			

Requester Information							
Name							
Mailing Street Address		Daytime Phone					
		Email					
Apt/Unit #		City		State		Zip	

Item	Nbr of Copies	Fee Per Item	Total
Marriage Certificate	Certified	\$9.00	
	Non-Certified	\$9.00	
<b>Total</b>			

First Class Mail	Send self-addressed, stamped envelope with this request form.
Check	
Credit Card:	A convenience fee of 2.75% (minimum charge of \$2.00) will be charged for credit card transactions.
Name on Card	
Card Number	
Expiration Date	3 Digit Security Code
Signature	

Due to high administrative costs, we are unable to issue refunds for overpayment. Checks returned for non-payment will be charged a \$30 fee according to Minnesota Statutes, section 604.113, subdivision 2 and civil penalties may be imposed.

### Send Certificate Request and Payment to:

Mail certificate request and check to: **OR** Email: [recorder@ottertailcounty.gov](mailto:recorder@ottertailcounty.gov)

**Otter Tail County Recorder**  
**565 W Fir Ave**  
**Fergus Falls MN 56537**  
**218-998-8140**