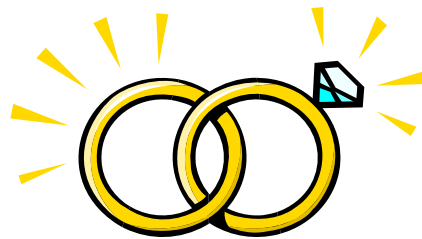




# Court Order Delayed Certificate Of Marriage



Upon request, this document will be made available in Braille, large print, and audiocassette or computer disk. To obtain a copy in one of these alternate formats, please call or write:

California Office of Vital Records  
M.S. 5103  
P.O. Box 997410  
Sacramento, CA 95899-7410  
Telephone: (916) 445-2684  
California Relay: 711/1-800-735-2929  
[www.cdph.ca.gov](http://www.cdph.ca.gov)

October 2008

# Court Order Delayed Certificate of Marriage

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**If a marriage was never registered, or there is no record of the marriage on file, what can I do?**

- A Court Order Delayed Certificate of Marriage is a way to register a California marriage when the marriage was not previously registered, or a certified copy is not obtainable.
  - Any beneficially interested person can petition the Superior Court to judicially establish the fact of marriage.
  - This must be done in the Superior Court in either the county of residence of the person whose marriage is being established (does not have to be in California), or in the California county where the marriage was alleged to have occurred.
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**How do I petition the court?**

- We suggest you contact a family law attorney for legal advice in this matter. Our staff cannot provide legal advice, nor do we have information about the legal process.
  - There are also books available at bookstores or public libraries to help you with the court process.
  - You can also access the following website for additional information about the court process: [www.courtinfo.ca.gov](http://www.courtinfo.ca.gov).
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**After I get the court order, what do I submit to register the marriage?**

- At the time of the court hearing, you must present the court with a completed Order Establishing Fact of Marriage/Court Order Delayed Certificate of Marriage (VS 122), along with any documents you have that support the date and place of the marriage.
- Once the court establishes the fact of marriage, mail the following items to our office using the address on the front of this pamphlet:
  - **Certified** copy of the Order Establishing Fact of Marriage (top of VS 122)
  - Completed Court Order Delayed Certificate of Marriage (bottom of VS 122)
  - \$20 fee
- See next section for explanation of “certified” copy.

(Continued)

**After I get the court order, what do I submit to register the marriage?**

(Continued)

- We do not return the court order after the marriage certificate is prepared.
- ***If any of these items are not included, your request will be returned to you for correction.***

**What is a “certified” copy of the court order?**

1. A “certified” copy of the court order must be a **copy** of the order that was originally prepared by the court. ***It cannot be an original printout.***

If the court gives you an original printout, please ask them to make a photocopy.

2. The photocopy that the court gives you must have:
  - a. An **original** court seal.
  - b. A signature (or signature stamp) of the judge.
  - c. A signature (or signature stamp) of the court clerk.

**IMPORTANT:**

- ✓ The “certified” copy must have an **original** court seal and a signature (or signature stamp) of the court clerk. It is the **original** seal and court clerk signature (certification) that make this a “certified” copy.
- ✓ Do not send us a copy where the court seal has been photocopied. The court seal must be an **original** seal.
- ✓ The court seal and signature must appear on the actual copy (either front or back) – and not on a blank sheet of paper.
- ✓ The “FILED / ENDORSED” stamp in the top right corner of the court order **is not** the court clerk’s certification.
- ✓ You should keep a photocopy of the court order for your own file.

**What is the fee for a court order delayed registration?**

- \$20 – which includes one Certified Copy of the marriage certificate.
- Additional copies are \$13 each.

(Continued)

**What is the fee for a court order delayed registration?**

- Fees should be paid by check or money order payable to **Office of Vital Records**. International money orders for out-of-country requests should be payable in U.S. dollars.

(Continued)

**Where can I get the VS 122?**

One copy is included with this pamphlet. **Photocopies are not acceptable**. If you need additional copies of the VS 122:

- Order forms electronically at <http://apps.cdph.ca.gov/AutoForm2/default.aspx?af=1184>. Because of the volume of phone calls we receive, the Internet is usually faster process for our customers than calling our Customer Service Unit.
- Call our Customer Service Unit at (916) 445-2684.
- You can also get the form from the County Recorder in any California county.

**How do I complete the VS 122?**

A sample of what a completed form should look like is attached.

The VS 122 is a two-part perforated form.

- The top part is the court order that will be signed by the judge.
- The bottom part becomes the official marriage certificate that will be filed in our office (State Registrar) and provided to the County Recorder's Office in the county where the marriage occurred.

**PART ONE (Top Portion) – Order Establishing Fact of Marriage**

- Complete all items except the judge's signature and the line at the bottom that states "Done in court on this \_\_\_\_ day of \_\_\_\_ A.D., 20 \_\_\_\_."
- Your reason for having to file the marriage by court order **must** be included on the Order (middle of the form, on the line that begins "in that"). If the reason is not included, you will have to return to court, have the Order amended, and provide us with a certified copy of the amended Order.

Before you leave the courthouse, make sure:

- There is a file number on the Order.

(Continued)

## How do I complete the VS 122?

(Continued)

- The Order has been **certified**. (See previous section for explanation of “certified” copy.)

We do not return the court order after the marriage certificate is prepared.

## PART TWO (Bottom Portion) – Court Order Delayed Certificate of Marriage

- Do not write on the “State File Number” line (directly below perforation) or on the bottom part of the form marked “State Registrar Use Only.”
- Complete items 1A through 30 only.

## What makes a VS 122 form “acceptable”?

### Important Information

Marriage certificates are legal documents that must be able to hold up in any court, unchallenged as to their accuracy and reliability.

Because the bottom part of the VS 122 becomes the actual marriage certificate, it must adhere to strict guidelines:

- Items 1A through 30 must be completed.
- The form must be an original, not a photocopy.
- Because the form becomes the official record, every word and letter must be extremely clear and legible. **Using a typewriter to complete the form ensures that the information is interpreted clearly.**
- If you are not able to type the form, it is extremely important that you take the extra time to print **very clearly and legibly**. Documents that are not legible will be returned to you to complete again.
- **Only black ink is acceptable.**
- **There cannot be any erasures, whiteout, or alterations.**

**How will I know if my request has been accepted?**

Once your request has been received and evaluated, we will send you either:

- A postcard letting you know your request has been accepted, and reminding you of our processing time.
- If your request is not accepted (e.g., due to insufficient fee, insufficient information, etc.), we will return your request to you with a letter explaining what needs to be corrected.

Please allow about 6 weeks to receive the acknowledgement postcard. Rejected requests can take up to 10 weeks to be returned.

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**How long will it take to get the marriage certificate?**

Our processing time for court order delayed marriage certificates is approximately 3 months. (The processing time can change based on our workload.)

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**What if I still have questions?**

If you have read this pamphlet thoroughly and still have questions that were not answered in this pamphlet, please call (916) 557-6078 and leave your name, telephone number, and question. One of our Delayed Registration staff will return your call within 48 hours.

If you have questions on the *status* of your request, please call our Customer Service Unit at (916) 445-2684 – **but only after the processing time has passed.**

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# ORDER ESTABLISHING FACT OF MARRIAGE

In the Superior Court of the State of California

In and for the County of \_\_\_\_\_

In the matter of the petition of \_\_\_\_\_

Number \_\_\_\_\_

To establish the fact of marriage of \_\_\_\_\_

and \_\_\_\_\_

Department \_\_\_\_\_

The verified petition of \_\_\_\_\_ to establish the fact of marriage of \_\_\_\_\_ having

been filed herein on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_, and such petition having by an order of court been duly set for hearing on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_, at the hour of \_\_\_\_\_ o'clock \_\_\_\_ m. of said day; and now on said day said matter coming on regularly for hearing and it appearing to the satisfaction of this court from the evidence introduced that the said \_\_\_\_\_,

petitioner herein, is beneficially interested in establishing of record the fact of the marriage of said \_\_\_\_\_, in that \_\_\_\_\_;

and it appearing that on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_, the marriage, each to each other, of \_\_\_\_\_ and \_\_\_\_\_ occurred, and was solemnized at \_\_\_\_\_, in the County of \_\_\_\_\_, State or Country of \_\_\_\_\_; that said marriage has not been registered in conformity with the provisions of law in effect at the time of said marriage, or such record has been lost or destroyed after having been filed; and no one appearing at said hearing to oppose the making of this order;

It is therefore ordered, adjudged, and decreed that on the \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_, the marriage, each to each other, of \_\_\_\_\_ occurred at \_\_\_\_\_, County of \_\_\_\_\_, State or Country of \_\_\_\_\_.

Done in court this \_\_\_\_\_ day of \_\_\_\_\_, A.D., 20\_\_\_\_\_.

\_\_\_\_\_  
Judge of the Superior Court

Before filing the above order, insert in the certificate form below, as of the date of the marriage, the personal and statistical particulars required for the records of the State Registrar. A certified copy of the above order must be filed with the State Registrar before the order shall become effective. **USE BLACK INK ONLY.**

# COURT ORDER DELAYED CERTIFICATE OF MARRIAGE

## STATE OF CALIFORNIA

NO ERASURES, WHITEOUTS, PHOTOCOPIES,  
OR ALTERATIONS

STATE FILE NUMBER \_\_\_\_\_

LOCAL REGISTRATION NUMBER \_\_\_\_\_

**TYPE OR PRINT CLEARLY IN BLACK INK ONLY – THIS FORM BECOMES THE OFFICIAL MARRIAGE RECORD**

<b>GROOM PERSONAL DATA</b>	1A. NAME OF GROOM—FIRST		1B. MIDDLE		1C. LAST (BIRTH)		
	2. CURRENT LAST NAME (IF DIFFERENT THAN 1C)		3. DATE OF BIRTH—MM/DD/CCYY		4. STATE OF BIRTH	5. EDUCATION—YRS. COMPLETED	
	6A. RESIDENCE ADDRESS		6B. CITY	6C. COUNTY		6D. STATE	6E. ZIP CODE
	7A. MAILING ADDRESS (IF DIFFERENT)		7B. CITY		7C. STATE	7D. ZIP CODE	
	8. NUMBER OF PREVIOUS MARRIAGES/STATE REGISTERED DOMESTIC PARTNERSHIPS			9. LAST MARRIAGE/STATE REGISTERED DOMESTIC PARTNERSHIP (SRDP) ENDED BY: <input type="checkbox"/> DEATH <input type="checkbox"/> DISSO <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A			
	10. DATE LAST MARRIAGE/STATE REGISTERED DOMESTIC PARTNERSHIP ENDED—MM/DD/CCYY			11A. USUAL OCCUPATION		11B. USUAL BUSINESS OR INDUSTRY	
	12A. FULL NAME OF FATHER/PARENT				12B. BIRTH STATE/FOREIGN COUNTRY		
	13A. FULL BIRTH NAME OF MOTHER/PARENT				13B. BIRTH STATE/FOREIGN COUNTRY		
	<b>BRIDE PERSONAL DATA</b>	14A. NAME OF BRIDE—FIRST		14B. MIDDLE		14C. LAST (BIRTH)	
		15. CURRENT LAST NAME (IF DIFFERENT THAN 14C)		16. DATE OF BIRTH—MM/DD/CCYY		17. STATE OF BIRTH	18. EDUCATION—YRS. COMPLETED
19A. RESIDENCE ADDRESS		19B. CITY	19C. COUNTY		19D. STATE	19E. ZIP CODE	
20A. MAILING ADDRESS (IF DIFFERENT)		20B. CITY		20C. STATE	20D. ZIP CODE		
21. NUMBER OF PREVIOUS MARRIAGES/STATE REGISTERED DOMESTIC PARTNERSHIPS			22. LAST MARRIAGE/STATE REGISTERED DOMESTIC PARTNERSHIP (SRDP) ENDED BY: <input type="checkbox"/> DEATH <input type="checkbox"/> DISSO <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A				
23. DATE LAST MARRIAGE/STATE REGISTERED DOMESTIC PARTNERSHIP ENDED—MM/DD/CCYY			24A. USUAL OCCUPATION		24B. USUAL BUSINESS OR INDUSTRY		
25A. FULL NAME OF FATHER/PARENT				25B. BIRTH STATE/FOREIGN COUNTRY			
26A. FULL BIRTH NAME OF MOTHER/PARENT				26B. BIRTH STATE/FOREIGN COUNTRY			
<b>FACTS OF MARRIAGE</b>	27. DATE OF MARRIAGE—MM/DD/CCYY			28. PLACE OF MARRIAGE—CITY			
	29. PLACE OF MARRIAGE—COUNTY			30. PLACE OF MARRIAGE—STATE OR COUNTRY			
<b>STATE REGISTRAR USE ONLY</b>	OFFERED FOR FILING PURSUANT TO ORDER NUMBER _____ OF THE SUPERIOR COURT OF THE STATE OF CALIFORNIA, IN AND FOR THE COUNTY OF _____ MADE THE _____ DAY OF _____, A.D., 20_____, ESTABLISHING OF RECORD THE FACT OF MARRIAGE IN THE STATE OR COUNTRY OF _____. NO MARRIAGE CERTIFICATE HAS BEEN FOUND ON FILE IN THE OFFICE OF VITAL RECORDS FOR THE ABOVE PARTIES.						
	31. OFFICE OF VITAL RECORDS			32. DATE ACCEPTED FOR REGISTRATION			



## APPLICATION FOR CERTIFIED COPY OF MARRIAGE OR DIVORCE RECORD

**Public Marriage Records:** Maintained in the Office of Vital Records since July 1, 1905.

- **1905 Through 1948, 1987 Through 1997, and 2000 to Present:** While we do preserve these records in our office, due to the time-consuming process of searching marriage records, we *are not able to provide* certified copies of certificates for these years. You will need to contact the County Recorder in the county where the license was issued.
- **1949 Through 1986, and 1998 Through 1999:** Due to the increased and urgent need for certified copies of birth certificates as proof of identity, OVR is experiencing lengthy delays in the processing time for marriage records. Since this processing time can easily exceed six months, you should submit your request for a marriage record to the County Recorder's Office in the county where the marriage license was issued.

**Confidential Marriage Records:** We *do not maintain* confidential marriage records. Contact the County Clerk's Office in the county where the marriage license was issued.

**Divorce Records:** Maintained only for the years 1962 through June 1984. For these years, we are only able to provide you with a Certificate of Record, which identifies the names of the parties, filing date, county, and case number of the divorce. Copies of the *actual divorce decree* can only be obtained from the Superior Court in the county where the divorce took place. *Our processing time for divorce records can be quite lengthy.*

### INSTRUCTIONS

1. Use a separate application for each different record that you are requesting. Include \$13 for each copy requested. If we cannot locate the record based on the information you provide, state law requires that we keep the fee (for our searching efforts), but we will provide you with a Certificate of No Public Record.
2. Provide as much information as possible to help us locate the specific record you are requesting. Complete *First and Second Person Information* for marriage requests, and/or divorce requests. If the information you provide is incomplete or inaccurate, we may not be able to locate the record.
3. Identify the number of copies you want. Include a check or money order (for out-of-country requests, use an international money order payable in U.S. dollars) made payable to the *Office of Vital Records*. Mail this application and the fee to the Office of Vital Records, M.S. 5103, P.O. Box 997410, Sacramento, CA 95899-7410.

### PLEASE TYPE OR PRINT THE INFORMATION REQUESTED BELOW EXCEPT WHERE SIGNATURE IS REQUIRED

APPLICANT INFORMATION – You MUST Complete This Section					
Purpose for Which Certified Copy is to Be Used	Today's Date	Area Code and Telephone (     )			
Name of Person Completing Application (Please Print)	Signature of Person Requesting Record(s)				
Mailing Address – Number, Street	City	State	ZIP Code		
Name of Person Receiving Copies, if Different From Above	Number of Copies	Amount Enclosed	Purpose of Request		
Mailing Address for Copies, if Different From Above	City	State	ZIP Code		
MARRIAGE CERTIFICATE: Complete <b>First</b> and <b>Second Person</b> Information					
Name of First Person – First Name	Middle Name	Current Last Name	Birth Last Name		
Date of Birth	Place of Birth	Name of Father/Parent of First Person			
Name of Second Person – First Name	Middle Name	Current Last Name	Birth Last Name		
Date of Birth	Place of Birth	Name of Father/Parent of Second Person			
Date of Marriage – Month, Day, Year	If Date Unknown, Enter Year(s) to be Searched	County That Issued License	County of Marriage		
DIVORCE CERTIFICATE: Complete <b>First</b> and <b>Second Person</b> Information					
Name of First Person – First Name	Middle Name	Current Last Name	Birth Last Name		
Name of Second Person – First Name	Middle Name	Current Last Name	Birth Last Name		
Date of Divorce – Month, Day, Year	If Date Unknown, Enter Year(s) to be Searched	County of Divorce			

## CALIFORNIA COUNTY RECORDERS

Alameda.....	1106 Madison Street, Room 214, Oakland, CA 94607, (510) 272-6363
Alpine.....	P.O. Box 217, Markleeville, CA 96120-0217, (530) 694-2286
Amador.....	810 Court Street, Jackson, CA 95642, (209) 223-6468
Butte.....	25 County Center Drive, Administration Building., Oroville, CA 95965, (530) 538-7691
Calaveras.....	Government Center, 891 Mountain Ranch Road, San Andreas, CA 95249, (209) 754-6372
Colusa.....	546 Jay Street, Colusa, CA 95932-2491, (530) 458-0500
Contra Costa.....	555 Escobar Street, Martinez, CA 94553, (925) 646-2365
Del Norte.....	981 H Street, Suite 160, Crescent City, CA 95531, (707) 464-7216 or 7205
El Dorado.....	360 Fair Lane, Placerville, CA 95667, (530) 621-5490
Fresno.....	2281 Tulare Street, Room 303, or P.O. Box 766, Fresno, CA 93712, (559) 488-3476
Glenn.....	526 West Sycamore Street, Courthouse, Willows, CA 96988, (530) 934-6412
Humboldt.....	825 5th Street, Fifth Floor, Eureka, CA 95501, (707) 445-7382
Imperial.....	940 Main Street, Room 206, El Centro, CA 92243-2865, (760) 482-4272
Inyo.....	Courthouse, 168 N. Edwards Street, Independence, CA 93526, (760) 878-0222
Kern.....	1655 Chester Avenue, Bakersfield, CA 93301, (661) 868-6400
Kings.....	Government Center, 1400 W. Lacey Blvd., Hanford, CA 93230, (559) 582-3211, X 2475
Lake.....	Courthouse, 255 North Forbes Street, Lakeport, CA 95453, (707) 263-2293
Lassen.....	Courthouse, 220 S. Lassen Street, Room 5, Susanville, CA 96130, (530) 251-8234
Los Angeles.....	12400 Imperial Highway, Room 1002, Norwalk, CA 90650, (562) 462-2137
Madera.....	200 West 4 <sup>th</sup> Street, Madera, CA 93637, (559) 675-7724
Marin.....	3501 Civic Center Drive, Courthouse, Room 234, San Rafael, CA 94903, (415) 499-6094
Mariposa.....	4982 10th Street, P.O. Box 35, Mariposa, CA 95338, (209) 966-2332
Mendocino.....	501 Low Gap Road, #1020, Ukiah, CA 95482, (707) 463-4376
Merced.....	2222 M Street, Merced, CA 95340, (209) 385-7627
Modoc.....	204 Court Street, Room 107, Alturas, CA 96101, (530) 233-6205
Mono.....	83 Main Street, P.O. Box 237, Bridgeport, CA 93517-0237, (760) 932-5530
Monterey.....	Church and Alisal Street, P.O. Box 29, Salinas, CA 93902-0029, (831) 755-5041
Napa.....	900 Coombs Street, Room 116, P.O. Box 298, Napa, CA 94559-2936, (707) 253-4105
Nevada.....	950 Maidu Avenue, Nevada City, CA 95959, (530) 265-1221
Orange.....	12 Civic Center Plaza, P.O. Box 238, Santa Ana, CA 92702-0238, (714) 834-2500
Placer.....	2954 Richardson Drive, Auburn, CA 95603, (530) 886-5600
Plumas.....	520 Main Street, Room 102, Quincy, CA 95971, (530) 283-6218
Riverside.....	2724 Gateway Drive, or P.O. Box 751, Riverside, CA 92502-0751, (951) 486-7000
Sacramento.....	600 8th Street, or P.O. Box 839, Sacramento, CA 95812-0839, (916) 874-6334
San Benito.....	440 5th Street, Room 206, Hollister, CA 95023-3896, (831) 636-4029
San Bernardino.....	222 W. Hospitality Lane, San Bernardino, CA 92415-0022, (909) 387-8314
San Diego.....	1600 Pacific Highway, Room 260, or P.O. Box 1750, San Diego, CA 92112-4147, (619) 237-0502
San Francisco.....	One Dr. Carlton B. Goodlett Place, City Hall Room 190, San Francisco, CA 94102-4698, (415) 554-4176*
San Francisco Health Dept.	101 Grove Street, Room 105, San Francisco, CA 94102, (415) 554-2700**, (415) 554-2710***
San Joaquin.....	6 South El Dorado, Second Floor, or P.O. Box 1968, Stockton, CA 95201-1968, (209) 468-3939
San Luis Obispo.....	1144 Monterey Street, Suite C, San Luis Obispo, CA 93408, (805) 781-5080
San Mateo.....	Vital Records, 1st Floor, 555 County Center Dr., Redwood City, CA 94063-1665, (650) 363-4713
Santa Barbara.....	1101 Anacampa Street, P.O. Box 159, Santa Barbara, CA 93102-0159, (805) 568-2250
Santa Clara.....	County Government Center, East Wing, 70 W. Hedding St., San Jose, CA 95110, (408) 299-4227
Santa Cruz.....	701 Ocean Street, Room 230, Santa Cruz, CA 95060, (831) 454-2800
Shasta.....	1450 Court Street, Suite 208, Redding, CA 96001, (530) 225-5678
Sierra.....	P.O. Drawer D., Downieville, CA 95936, (530) 289-3295
Siskiyou.....	311 4th Street, P.O. Box 8, Yreka, CA 96097, (530) 842-8065
Solano.....	675 Texas Street, Fairfield, CA 94533, (707) 784-6290
Sonoma.....	585 Fiscal Drive, Room 103F, or P.O. Box 1709, Santa Rosa, CA 95402, (707) 565-2651
Stanislaus.....	1021 I Street, Suite 101, or P.O. Box 1670, Modesto, CA 95353, (209) 525-5251
Sutter.....	433 Second Street, or P.O. Box 1555, Yuba City, 95992-1555, (530) 822-7134
Tehama.....	633 Washington Street, P.O. Box 250, Red Bluff, CA 96080, (530) 527-3350
Trinity.....	101 Court Street, P.O. Box 1215, Weaverville, CA 96093, (530) 623-1215
Tulare.....	County Civic Center, 221 S. Mooney Blvd., Room 105, Visalia, CA 93291-4593, (559) 733-6419
Tuolumne.....	2 South Green Street, Sonora, CA 95370, (209) 533-5531
Ventura.....	800 South Victoria Avenue, LN 1260, Ventura, CA 93009, (805) 654-2295
Yolo.....	625 Court Street, Room B01, Woodland, CA 95695, (530) 666-8130
Yuba.....	915 8th Street, Marysville, CA 95901, (530) 749-7851

\* Marriages

\*\* Births

\*\*\* Deaths

February 2008