



## Obtaining Certified Copies of Your Marriage Certificate

To check if your certificate has been recorded, visit [www.kingcounty.gov/depts/records-licensing/recorders-office/records-search.aspx](http://www.kingcounty.gov/depts/records-licensing/recorders-office/records-search.aspx).

Marriage certificates and licenses purchased from King County are maintained by the King County Recorder's Office. Certified copies should be available approximately ten business days from the date the marriage record is returned to King County. Certified copies are \$3 each. Payment methods via mail: personal check (with preprinted name and address), money order, or cashier's check. In person you may also pay with cash or debit/credit card.

### **OBTAIN IN PERSON**

CITY	BUILDING	ADDRESS	PHONE NUMBER	DAYS OPEN/HOURS
Seattle	King County Administration Building	500 Fourth Ave., Suite 430, Seattle	206-477-6620	Monday-Friday 8:30am-4:30pm
Renton	King County Elections Black River Building	919 SW Grady Way, Renton	206-477-4881	Monday-Tuesday 8:30am-4:30pm
Issaquah	Issaquah District Court Building	5415 220th Ave. SE, Issaquah	206-477-2169	Wednesday-Thursday 8:30am-4:30pm
Kent	Maleng Regional Justice Center	401 Fourth Ave N., Suite GD, Kent	206-477-4880	Monday-Friday 8:30am-4:30pm
Shoreline	Shoreline District Court Building	18050 Meridian Ave. N., Shoreline	206-477-2723	Friday 8:30am-4:30pm

### **ORDER BY MAIL**

Complete the form on back of this page and mail to King County Marriage Records, 500 Fourth Ave., Suite 430, Seattle, WA 98104. Certified copies are generally mailed within ten business days. Payment methods via mail: personal check (with preprinted name and address), money order, or cashier's check.

### **Name Change after Marriage**

To assume the new last name, first obtain certified copies of the recorded marriage certificate. Then work with each agency listed below to change its record of your name. These may include:

- State Driver's License/Identification Card: [www.dol.wa.gov/driverslicense](http://www.dol.wa.gov/driverslicense) or 360-902-3900
- Social Security: [www.ssa.gov](http://www.ssa.gov) or 1-800-772-1213
- Immigration Services: [www.uscis.gov](http://www.uscis.gov) or 1-800-375-5283
- Passport: [www.travel.state.gov](http://www.travel.state.gov) or 1-877-487-2778
- Banks, Insurance, Employer, Military, Voter Registration

Washington state law does not impose a time limit after the wedding by which a name change must be accomplished. However, if you are doing so more than a year after your wedding, check with each agency to determine if a certified copy of your marriage certificate will suffice to change your name with them. A court-ordered name change can be accomplished by King County District Court. For details visit [www.kingcounty.gov/courts/district-court/name-changes.aspx](http://www.kingcounty.gov/courts/district-court/name-changes.aspx).



**King County**

**CERTIFICATE OF MARRIAGE CERTIFIED COPY REQUEST FORM**

To help ensure that you receive the desired copies, please supply as much information as possible including a daytime phone number or email address should questions arise concerning your order.

PLEASE PRINT. Copies will be mailed to this address.

Name \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Daytime Phone \_\_\_\_\_

**Record Information**

License Application Number \_\_\_\_\_  
(On back of red and gold commemorative form)

Full Name of One Party \_\_\_\_\_  
(Name used on application)

Full Name of Other Party \_\_\_\_\_  
(Name used on application)

Date of Marriage \_\_\_\_\_

Number of certified copies ordered: \_\_\_\_\_ @ \$3 per copy = \$\_\_\_\_\_.

Enclose a personal check with preprinted name and address, money order or cashier's check payable to King County.

Mail completed form with payment to:  
King County Marriage Records  
500 Fourth Ave., Suite 430  
Seattle, WA 98104

Allow up to ten business days to fulfill your order.