

**LUCAS COUNTY PROBATE COURT
JUDGE JACK R. PUFFENBERGER**

Marriage License Certified Copy Order Form

To obtain copies of your "Marriage Certificate", it will be necessary for you to send us the following information:

Volume & Page Number or Case Number: (if available)

Name of Applicant 1: (as it appears on the Marriage License)

Applicant 1's date of birth: _____

Name of Applicant 2: (as it appears on the Marriage License)

Applicant 2's date of birth: _____

Approximate date of marriage: (Month, Day and Year)

Number of copies requested: _____

Contact Name: _____

Contact Address: _____

Contact Phone Number: _____

(In case our office needs to contact you regarding this form)

Please complete the above information and return it to this office along with two dollars (\$2.00) per copy. Currently we are only accepting online and mail in certificate requests. This form can only be mailed in. Payments that are mailed **MUST** be made by **MONEY ORDER ONLY**, payable to: Lucas County Probate Court.

WE DO NOT ACCEPT PERSONAL CHECKS. CASH IS ONLY ACCEPTED WHEN MAKING PURCHASES IN PERSON IN THE MARRIAGE LICENSE BUREAU.

Also send a self-addressed stamped business size envelope for the return of your request. Please mail your request to:

Lucas County Probate Court
Attn: Marriage License Bureau
700 Adams Street
Toledo, Ohio 43604