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<https://clerkandrecorder.elpasoco.com>

REQUEST FOR MARRIAGE/CIVIL UNION LICENSE APPLICATION COPY

C.R.S. §24-72-204 prohibits a custodian of records from allowing a person, other than the person in interest or an immediate family member of the person in interest, to inspect the application for a marriage/civil union license for any person.

A person in interest includes either party to the marriage/civil union license application. An immediate family member means a person who is related by blood, marriage or adoption.

To request a copy of a marriage/civil union license application, please complete the following authorization.

FEEES: The fee for a copy of a license application is \$0.25 or \$1.25 for a certified copy (C.R.S. §30-1-103) plus \$1.25 handling fee (for up to 10 copies).

Photo identification of authorized requestor is required in order to process request.

LICENSE APPLICATION REQUEST INFORMATION (Please Print)
Name of Party 1/Groom: _____
Name of Party 2/Bride: _____
Date of Marriage/Civil Union: _____
Quantity Requested: _____
Application Number: _____

AUTHORIZED REQUESTER INFORMATION (Please Print)
Requestor's Name: _____
Relationship to Parties: _____
Signature: _____
Date: _____

Please Complete This Area
PRINT name and address of person to whom
the application is to be mailed to:

Name

Address

City/State/Zip
Daytime Phone: _____

Mail Request and Payment to:

El Paso County Clerk & Recorder
Attn: Copies
P.O. Box 2007
Colorado Springs, CO 80901-2007

For credit or debit card payment, email request
to: copyrequests@elpasoco.com or fax to
(719)520-6971 and we will contact you for credit
card information.
Requests received by 12:00 noon will be
processed no later than 9:00a.m. the following
business day.

For Office Use:
Check Type of Identification: Driver's License Military ID Passport Veterans ID Other: _____