

## Instructions for Applying for Marriage License by Mail

### What you will need:

1. A completed Cherokee County Probate Court Marriage License Application (see below);
2. Photocopies of Social Security Cards and one other form of valid identification (Driver's License, State Identification Card, or Military ID) for **both** applicants;
3. A \$30 Money Order for the application fee for Cherokee County residents, or a \$50 Money Order for out-of-county residents. Money Orders must be made payable to the Cherokee County Probate Court; and
4. A self-addressed stamped envelope so that the Marriage License can be mailed to the applicant.

### Mail the above to:

Cherokee County Probate Court  
110 Railroad Avenue  
Gaffney, South Carolina 29340

### Things to know:

- There is a statutory twenty-four (24) hour waiting period from the time the application is processed by the court before the Marriage License may be issued.
- If you were previously married, your previous marriage must be dissolved with a final divorce order signed by a Judge and clocked with the clerk of court or other court personnel.
- The Probate Court is required to issue the Marriage License using the applicants' names exactly as it appears on the application. Please make sure your identification paperwork matches the application. Check your spelling!
- You must be over the age of 18 to apply for a Marriage License through the mail. Applicants aged 16 or 17 must apply in-person with proper parental consent and documentation.
- You do not have to be a resident of South Carolina to apply for a Marriage License through the mail. However, your marriage ceremony must take place in South Carolina.
- If you do not have a Social Security Number, the Probate Court will accept a photocopy of your visa, resident alien (green) card, a statement from the Social Security Administration that you do not qualify for a Social Security Number, or your passport.
- Application fees are non-refundable.
- After your ceremony, you must return the Probate Judge and the Probate Judge/DHEC copies to the Court for recording. The Bride/Groom/Spouse copy is yours to keep.
- If you have any questions, please contact the Cherokee County Probate Court at 864-487-2583.

CHEROKEE COUNTY PROBATE COURT -- MARRIAGE LICENSE APPLICATION  
PLEASE COMPLETE AND MAIL THIS APPLICATION  
WITH COPIES OF SOCIAL SECURITY CARD AND PICTURE ID.

FIRST APPLICANT'S NAME: \_\_\_\_\_  
FIRST MIDDLE SURNAME CURRENT SUFFIX  
AT BIRTH LAST NAME

BIRTHDATE: \_\_\_\_\_ AGE: \_\_\_\_\_  
MONTH DATE YEAR

BIRTHPLACE: \_\_\_\_\_ RACE: \_\_\_\_\_ GENDER: \_\_\_\_\_  
STATE (ONLY) OR FOREIGN COUNTRY

RESIDENCE: \_\_\_\_\_  
STREET CITY STATE ZIP CODE

COUNTY: \_\_\_\_\_

IS THIS YOUR FIRST MARRIAGE? YES /// NO IF NOT, WHAT NUMBER IS THIS MARRIAGE? \_\_\_\_\_  
(CIRCLE ONE) (1<sup>st</sup>, 2<sup>nd</sup>, etc.)

SOCIAL SECURITY NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ OR ALIEN ID: \_\_\_\_\_

-----  
SECOND APPLICANT'S NAME: \_\_\_\_\_  
FIRST MIDDLE SURNAME CURRENT SUFFIX  
AT BIRTH LAST NAME

BIRTHDATE: \_\_\_\_\_ AGE: \_\_\_\_\_  
MONTH DATE YEAR

BIRTHPLACE: \_\_\_\_\_ RACE: \_\_\_\_\_ GENDER: \_\_\_\_\_  
STATE (ONLY) OR FOREIGN COUNTRY

RESIDENCE: \_\_\_\_\_  
STREET CITY STATE ZIP CODE

COUNTY: \_\_\_\_\_

IS THIS YOUR FIRST MARRIAGE? YES /// NO IF NOT, WHAT NUMBER IS THIS MARRIAGE? \_\_\_\_\_  
(CIRCLE ONE) (1<sup>st</sup>, 2<sup>nd</sup>, etc.)

SOCIAL SECURITY NUMBER: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ OR ALIEN ID: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF FIRST APPLICANT

\_\_\_\_\_  
SIGNATURE OF SECOND APPLICANT

PHONE NUMBER: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME THIS  
\_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC FOR \_\_\_\_\_  
MY COMMISSION EXPIRES: \_\_\_\_\_