

Janet T. Mills
Governor



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Commissioner

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State of Maine Request for Authorization to Officiate a Maine Civil Marriage

Should you have any questions while completing the State of Maine Temporary Officiate application, or if you are checking the status of an application submitted, please contact the Data, Research, and Vital Statistics (DRVS) office at (207) 287-6490.

Important Reminders:

1. Applications must be mailed at least six weeks prior to the date of the wedding. Please do not submit applications more than three months in advance.
2. Completed applications must be submitted with a \$100 processing fee payable to “Treasurer State of Maine”. Applications approved by the State Registrar will be forwarded to the applicant.
3. Contact information for the applicant and marriage parties must be provided on the application.
4. The names of the applicant; Party A; and Party B must be typed or printed as you wish them to appear on the certificate that will be issued by DRVS. **This information must match the names printed on the marriage license.** Please use current legal names for Party A and Party B, even if one of the individuals intends to change names following the wedding. Illegible applications will cause a delay in processing.
5. The applicant must submit a copy of a valid commission or other evidence of authority to perform marriage ceremonies in the applicant’s State of residence as proof of existence of the authority; and
6. The applicant must submit a copy of the applicant’s State of residence statute that grants the individual authority to solemnize marriages.
7. The applicant must submit picture identification, such as a copy of a driver’s license with the application.

Once the application is reviewed:

8. DRVS will issue an “Out of State Non-Resident Officiant Certificate of Solemnization” to all approved applicants along with a brochure that explains the Officiant’s responsibilities per Maine law. Should you not receive the certificate four weeks prior to the wedding date, or if you have any questions related to the approval of an application submitted, please contact DRVS at (207) 287-6490.
9. Following the wedding, the original Certificate of Solemnization must be submitted, along with the completed marriage license, to the municipal office where the marriage license was issued.