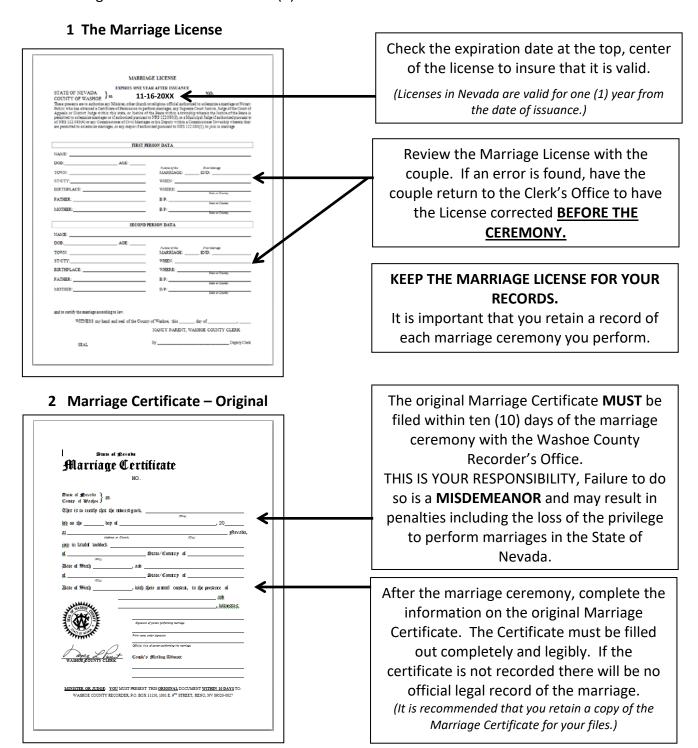
INSTRUCTIONS FOR WASHOE COUNTY MARRIAGE OFFICIALS

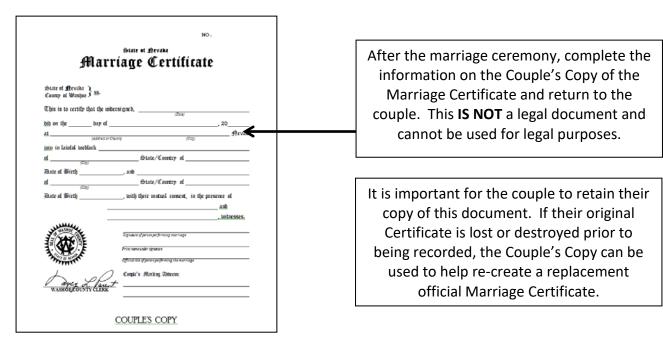
Completing & Filing the Marriage Certificate with the County Recorder

When a couple appears before you to be married, they must have already obtained a Marriage License from the County Clerk's Office. Pursuant to Nevada Law, **DO NOT** perform the marriage until you have been provided with the Marriage License.

The Marriage License consists of three (3) documents:



3 Marriage Certificate - Couple's Copy



To file the Certificate in person:

Washoe County Recorder's Office 1001 E. 9th Street, Bldg. A, Ste. 140/150 Reno, NV 89512

To file the Certificate via mail:

Washoe County Recorder's Office 1001 E. 9th Street, Bldg. A Reno, NV 89512

*The Washoe County Recorder may deny recording of a Marriage Certificate if it contains any of the following:

- Corrections made with pen or white out.
- Wording or writing that is illegible.
- Writing in the margins (pursuant to Nevada Law, no writing or print may extend into margins.)
- Damage to the document.

Marriage Ceremony

- There is no set format for a marriage ceremony.
- At least one (1) witness must be present in addition to the person performing the ceremony.
- The ceremony must take place in the State of Nevada.
- Nevada State Law currently requires the couple to declare that they take each other as "husband and wife" in the presence of one witness and the marriage officiant. Recent court decisions have legalized same sex marriages and you may need to adjust the "husband and wife" declaration to suit the couple you are marrying.

Toreview the Nevada Revised Statute(s) governing marriages to familiarize yourself with your responsibilities, please visit: https://www.leg.state.nv.us/NRS/NRS-122.html