

STOREY COUNTY CLERK'S OFFICE
JIM HINDLE, CLERK & TREASURER
P.O. DRAWER D
VIRGINIA CITY, NV 89440
775-847-0969

INSTRUCTIONS FOR A TEMPORARY CERTIFICATE OF AUTHORITY TO PERFORM WEDDINGS

(For an Out-of-State or Out-of-County Applicant performing a wedding ceremony in Storey County, Nevada)

PLEASE NOTE: IT IS UNLAWFUL TO SOLEMNIZE MARRIAGES BEFORE YOU OBTAIN A CERTIFICATE

The following documents must be **originals** and included with your application packet when applying for a Temporary Certificate of Authority:

- _____ Application for a Certificate of Authority to Solemnize Marriages in the State of Nevada
- _____ Affidavit of Authority to Solemnize Marriages: which must be signed and notarized by someone in your Church or Religious Organization who has the authority to speak on behalf of your Church or Religious Organization and who can verify that you are in good standing within that Church or Religious Organization. This cannot be signed by the applicant. An original Letter of Good Standing from your church or religious organization.
- _____ Ordained Minister License and a copy of your Photo Identification (i.e. driver's license, passport etc.)
- _____ Minister License Filing Fee of \$25.00

All paperwork should be returned to this office at the address listed. If you are mailing in your application, please have your signature notarized; or if you are returning it in person, please wait to sign your paperwork in front of the Deputy Clerk.

Once the above documents are signed and returned to our office, a background check will be done. Upon receipt of the background check, the County Clerk will review all documents. If everything is in order, the Certificate of Authority to Solemnize Marriages will be completed. Please allow 5-7 business days for this process.

When approved and finalized the Certificate will be mailed to the address listed on the application along with your original Ordained Minister License and an Informational sheet for the Officiant which provides further information on how to complete the marriage certificate.

If the application is not approved, you will receive a letter explaining why it was not granted.

PLEASE ALLOW SUFFICIENT TIME FOR PROCESSING IF YOU ARE TO SOLEMNIZE A WEDDING IN THE NEAR FUTURE. **Sending paperwork 2 to 3 weeks in advance is recommended.** Paperwork must be filled out completely and properly signed and notarized *Per NRS 122.062*. A county clerk may authorize a licensed, ordained, or appointed minister or other person authorized to solemnize a marriage whose residence and church or religious organization are in another state to perform marriages in the county. A separate authorization is required for each marriage performed. The minister may perform NOT more than five marriages in this state in any calendar year. Violation of this law may result in criminal prosecution.

COUNTY OF STOREY, STATE OF NEVADA

**APPLICATION FOR A TEMPORARY
CERTIFICATE OF AUTHORITY
TO SOLEMNIZE MARRIAGES
IN THE STATE OF NEVADA**

1. _____
Full Name of Applicant, Nickname, or Aliases Used

2. _____
Residence Physical Address, City, State, Zip Code

3. _____
Mailing Address, if Different City, State, Zip Code

4. _____
Date of Birth E-mail Address

5. Telephone No: _____
Residence Religious Organization Cell Phone

6. Date of Licensure, Ordination, Appointment, or Authorization by Church or Religious Organization:

7. Name & address of the Church or Religious Organization with which you are currently affiliated:

Name

Physical Address City, State, Zip Code

Mailing Address (if Different), City, State, Zip Code

8. If retired, how long did you have active charge of the above church or religious organization?

If less than 3 years, please list any other organizations you served with, when, where and for how long.

9. Are you presently in good standing with your church or religious organization? Yes No

10. Have you been convicted of a felony, been released from confinement, or completed parole or probation, whichever occurs later, within the last 10 years? Yes No
 If yes, specify the date and place of conviction and what the charges were.
(A copy of the disposition of the case must be provided.)

11. Please mark the appropriate response (failure to **mark one of the three** will result in denial of the application).

_____ I am not subject to a court order for the support of a child.

_____ I am subject to a court order for the support of one or more children and I am in compliance with order, or I am in compliance with a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order; or

_____ I am subject to a court order for the support of one or more children and I am NOT in compliance with the order, or a plan approved by the District Attorney or other public agency enforcing the order for the repayment of the amount owed pursuant to the order.

12.

Groom's Name	Bride's Name
Address	Address
Date of Wedding:	Where Wedding will be Performed:

I hereby certify by my signature below that my ministry is one of service to my church or religious organization or, if retired, that my active ministry was of such nature. I also hereby acknowledge that I am subject to the jurisdiction of the Storey County Clerk with respect to provisions of NRS 122 governing the conduct of ministers or other persons authorized to solemnize a marriage to the same extent as if I were a minister or other person authorized to solemnize a marriage residing in Nevada.

Signature of Applicant

VERIFICATION

STATE OF _____)
) ss:
COUNTY OF _____)

_____, being first duly sworn according to law, deposes and says:

That ___he is the Applicant in the foregoing *Application for a Certificate of Authority to Solemnize Marriages in the State of Nevada*; that ___he has read the foregoing Application and knows the contents thereof; that the same are true of his/her own knowledge, except for such matters therein stated on information and belief, and as to those matters ___he believes them to be true.

Signature of Applicant

STATE OF _____)
) ss:
COUNTY OF _____)

SUBSCRIBED AND SWORN TO (OR AFFIRMED) BEFORE ME

this ____ day of _____, 20____.

Notary Public or Deputy Clerk

**NOTE: IT IS UNLAWFUL TO PERFORM MARRIAGES
PRIOR TO THE ISSUANCE OF A CERTIFICATE OF
AUTHORITY TO SOLEMNIZE MARRIAGES IN THE
STATE OF NEVADA**

