

## PLEASE READ THE FOLLOWING INSTRUCTIONS FOR ONLINE MARRIAGE APPLICATION

### REQUIRED INFORMATION

**NOTE:** You must fill out all required information on the marriage application. Both applicants must also bring the following information **in person** to the Dona Ana County Clerk's Office:

#### **For Applicants 18 years old or older:**

1. Your government issued ID as proof of identity and age
2. \$25.00 fee for the Marriage License (*Cash, check, and major credit cards are accepted as forms of payment (if the fee is paid by credit card please be aware that a \$3.00 processing fee will also be applied).*)

#### **For Applicants who are 16 or 17 years old:**

1. An original certified copy of your birth certificate
2. Your government issued ID
3. The written consent of each living parent listed on the birth certificate (*Written consent may be provided in person at the Clerk's Office or through a notarized statement. If a parent is deceased, a certified copy of the death certificate is required. If a parent is not deceased and is unable or unwilling to provide written consent, authorization to issue the marriage license must be provided by a District Judge*)

#### **For Applicants who are under 16 years old:**

Marriages of persons under 16 years of age are only permitted when the children's or family court division of the district court has authorized the marriage.

### ONLINE INSTRUCTIONS:

Please use the instructions below to submit a Marriage Application Online. Note: You will still need to bring all required information listed above in person to the County Clerk's office to finish processing your application as well as your transaction number and/or online marriage proof sheet.

1. Click Submit Marriage Application online



2. Click "Login as Guest."

**Doña Ana County Search Service**

Welcome! Our New Search Services provide a convenient and centralized way to search for documents recorded in our office.

Additional information about the site is available once you login.

**Scott Krahling ~ County Clerk**  
**Lynn J. Ellins ~ Chief Deputy Clerk**

**Doña Ana County Clerk**  
845 N. Motel Blvd.  
Las Cruces, NM 88007  
Tel: (575) 647-7421  
Fax: (575) 525-6159

(Production DB)

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Guest users please log in here.

**Login as Guest**

Registered users please log in here.

Username:   
Password:   
[Forgot Password?](#) | [Need Help?](#)

**FraudSleuth**

Click the FraudSleuth icon to be directed to a simplified name search.

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For best results, current web browser versions are always recommended. JavaScript must be enabled to utilize the site. If you are having difficulty, please ensure that you have installed all available software and security updates.

3. Click "Complete Marriage Application."

**Doña Ana County**  
Las Cruces, New Mexico

Home | Search Public Records | Preferences | Print Queue

Need Help? | Log Out

**Welcome Dona Ana Public User to DonaAna County Online Services**

What would you like to do today?

- [Search Public Records](#)
- [Complete Marriage Application](#)**
- [Modify My User Preferences](#)
- [Need Help?](#)
- [Log out](#)

**Announcements**

**\*\*\*IMPORTANT NOTICES\*\*\***

**VIRTUAL IMAGE VIEWER!**  
WE NOW OFFER AN ALTERNATIVE IMAGE VIEWER THAT DOES NOT REQUIRE THAT JAVA IS ENABLED OR INSTALLED TO VIEW IMAGES. INTERNET EXPLORER REMAINS THE PREFERRED BROWSER, BUT NOW WEB BROWSERS WITHOUT JAVA INSTALLED OR ENABLED (SUCH AS CHROME, OR WINDOWS'S EDGE) MAY USE THIS VIRTUAL IMAGE VIEWER. PLEASE CLICK THE LINK BELOW FOR ADDITIONAL INFORMATION ABOUT THE NEW FEATURE AND SOME OF ITS LIMITATIONS: [VIRTUAL IMAGE VIEWER](#)

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\*Due to recent legislative requirements relating to protecting personal information, Dona Ana County has decided to restrict viewing of images for many documents in the years below:  
1080 1081 1082 1083 1084 1085 1086 1087 1088 1089 1090 1091 1092

**DISCLAIMER**  
The Doña Ana County Clerk's Office is providing the information on this web site as a service to the public. We have made every effort to ensure that the information contained in this electronic search system is accurate. However, the County Clerk's Office, the County of Doña Ana, and Kofile Technologies make no representations, warranties (express or implied) or guarantees concerning the suitability, accuracy, authenticity or reliability of the content of this site or at other sites to which we link. Your use of this information is at your own risk. The County Clerk's Office, County of Doña Ana, and Kofile Technologies shall not be held liable for errors contained herein or for any direct, consequential, incidental or special damages, including but not limited to, attorney fees, as a result of the information contained herein. By clicking on the accept button below the user is acknowledging that the above disclaimer has been read and its terms and conditions have been understood and hereby accept these terms and conditions and agrees to release the County Clerk's Office, County of Doña Ana and Kofile Technologies, its agents, servants, employees and elected officials from any such liability. Flat Notes: if user chooses to print only part of a plat, it shall not represent the true and correct original, unless completely printed at the Clerk's Office and may not represent the recorded document as far as exception, easements, lot-lines of property.

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4. Fill in all information for Applicant 1.

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5. Click on the Applicant 2 tab and fill in all information for the second applicant.
6. Write down the Trans # in the grey box to the right.
7. Click "Submit to County" in the same grey box.
8. If you have a printer click, "Print Confirmation."
9. Print the "Online Marriage Proof Sheet"

When finished entering info for **BOTH** Applicants, please:  
1) Write Down the Trans # (in the grey box to the right)  
2) Click "Submit to County" in the same grey box  
3) Click "Print Confirmation"  
4) Print the "Online Marriage Proof Sheet"

Come down to our office to complete the Marriage Application.  
Please bring Required Identification with you, also please  
bring the Transaction# and/or the "Online Marriage Proof Sheet".

**BRING ALL REQUIRED INFORMATION LISTED ABOVE IN PERSON TO THE COUNTY CLERK'S OFFICE ALONG WITH YOUR TRANSACTION # AND/OR ONLINE MARRIAGE PROOF SHEET TO COMPLETE THE MARRIAGE APPLICATION PROCESS AND RECEIVE YOUR MARRIAGE LICENSE.**