

Lucas County Probate Court

700 ADAMS STREET, SUITE 200, TOLEDO, OHIO 43604-5660
TELEPHONE (419) 213-4775 FASCIMILE (419) 213-4764
e-mail address – information@lucas-co-probate-ct.org
Web Site – www.lucas-co-probate-ct.org

JACK R. PUFFENBERGER
JUDGE

CHARLES P. SHAFFER
COURT ADMINISTRATOR

KEVIN P. BUCKLEY
CHIEF MAGISTRATE



MAGISTRATES

TREVOR N. FERNANDES
PAUL E. JOMANTAS
NANCY A. MILLER
MARIA Q. MORGAN

Initial Procedure of Commission to take Marriage Application for Inmates within the State of Ohio

- 1) Inmate or Fiancé must make arrangements with an attorney to appear when applying for the Marriage License to take the application to the inmate for information verification (I.D. picture) and signature.
- 2) All documents needed for Marriage License must be pre-approved by the Court for both parties before obtaining the Marriage License. (Attorney does not need to be present for this step)

In order to obtain the Marriage License you will need to provide the following information for the inmate on the date you appear in Court with your attorney.

- Social Security Number
- Full name of inmate (First, Middle and Last)
- Date of birth
- State of birth
- Occupation if any
- Father's first, middle and last name
- Mother's first, middle and last name at birth (maiden name)
- A birth certificate is not required if the inmate is over 21, however it is useful with the spelling of names.
- If an inmate is under the age of 21 but over 18, you will need to provide a full certified birth certificate.
- If an inmate was married before, you will need to provide the final signed divorce decree or certified death certificate, which lists him//her as surviving spouse. If the inmate was married more than once, you will need to provide verbal information on any previous marriages. The information includes: state and country of death or divorce, approximate date, name of former spouse and names of any children currently under 18.

- 3) Attorney must take and bring back the application that day before 4:00 pm.
- 4) Inmate or Fiancé (at least 1) must have proof of current Lucas County residency. (Inmate must have been a resident of Lucas County before incarceration. Law states “person must be a *voluntary* resident of Lucas County). If fiancé or inmate is not a resident of Lucas County the license must be obtained from the county of residence.
- 5) Set up by appointment only, no later than 1:00 pm.
- 6) Couple has 60 days from date Marriage License is issued to get married by a minister registered with the Secretary of State to perform ceremonies in Ohio.
- 7) Cost of Marriage License is \$50.00 **CASH ONLY**. Payment is due at the time of application.

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Attorney Procedure of Commission to take Marriage Application

- 1) Appear with fiancé for the application or Marriage License.
- 2) Check identification of inmate to verify identity.
- 3) Give inmate the following oath:
 - *** Oath to be given: Please raise your right hand. You are making an oath to tell the truth, any intentional false statements made under oath are punishable by law. If you agree, please respond I do. Have you been married before? How many times (inmate responds # of times married). Are you related to (brides name) in any way?
- 4) Have inmate verify all the information that was provided to Court on the Marriage Application.
- 5) Inmate is to sign the application on the line with the “X” labeled Groom.
- 6) Inmate must sign Marriage Application in front of Attorney.
- 7) Return application to Probate Court immediately upon inmate verifying and signing application.