

OFFICIANT INSTRUCTIONS

As the ordained Officiant performing the marriage ceremony in the State of Oregon, you have the following responsibilities:

- Complete all of the required ceremony information in lines 30a through 33
- All lines must be filled out correctly, legibly, in English, with no abbreviations and in black ink only
- The completed marriage license must be returned to our office within 5 days of the ceremony. A pre-addressed envelope has been provided for return

VALID CEREMONY DATES

The marriage ceremony may not be performed before the effective date nor after the expiration date. These dates are located at the top of the license on the right-hand side:

		136-
Authority CENTER FOR HEALTH STATISTICS		
LOCATION, LICENSE, AND RECORD OF MARRIAGE		
MULTNOMAH	License effective on or after: APRIL 28, 2022	License expires (month, day, year): JUNE 26, 2022

CEREMONY INFORMATION

30a. Date of marriage: DATE CEREMONY WAS PERFORMED	30b. Where married (city, town or location): LOCATION OF CEREMONY (IN OREGON)	30c. County: COUNTY WHERE CEREMONY WAS PERFORMED OREGON
31a. I certify that the above named persons were married on the date listed above (30a). Signature of person performing ceremony (officiant): ◆ LEGAL SIGNATURE OF ORDAINED OFFICANT		31b. Title: TITLE OF OFFICANT
31c. Officiant (person performing ceremony): Name: PRINTED FULL NAME OF ORDAINED OFFICANT Phone: OFFICANT'S PHONE # Address: ADDRESS OF ORDAINED OFFICANT (NOT ADDRESS OF ORGANIZATION) City, State, ZIP: OFFICANT'S CITY, STATE & ZIP		
31d. Name of authorizing religious or secular congregation/organization of officiant: FULL NAME OF AUTHORIZING CONGREGATION OR ORGANIZATION - NO INITIALS, NO ABBREVIATIONS, MUST BE ACTUAL NAME OF THE GROUP THAT ORDAINED THE OFFICANT		
32. Witness name (print): PRINTED NAME OF ADULT WITNESS #1 (NOT SIGNATURE)		33. Witness name (print): PRINTED NAME OF ADULT WITNESS #2 (NOT SIGNATURE)

Please be aware that if any information in the "CEREMONY" section on the marriage license is incomplete, incorrect or illegible we will be unable to process the license and it will be returned to the officiant for correction

Completed marriage licenses may be submitted to our office via any of the following:

In-person via our drop-box or over the counter at the Multnomah Building located at 501 SE Hawthorne Blvd, #175, Portland, OR 97214 Mon thru Fri 8:30am - 4:30pm

By Mail in the return envelope provided to:
MULTNOMAH COUNTY DART, PO BOX 5007, PORTLAND, OR 5007-2716

Please call with any questions 503-988-2273