
Tips for Completing the Marriage Certificate

Print legibly. This is a legal document that will remain on record forever.

Have both witnesses sign and print their names.

Fill out each line on the certificate. Missing or illegible information will delay the issuance of the certified copy.

If questions, call the County listed on the Marriage License before sending in the marriage certificate.

SWIFT COUNTY VITAL RECORDS

301 14th St N

PO Box 207

Benson, MN 56215

320-843-3544

treasurer@co.swift.mn.us

<https://www.swiftcounty.com/>



*Information
for the
Minnesota
Marriage
Officiant*

Registration

Individuals must be 21 years of age to officiate a wedding.

An individual must register with a county in the State of Minnesota before performing a marriage ceremony.

A Certificate of Filing will be issued at the local county office. Once filed/registered, the county of where you registered shall be endorsed upon and recorded with each certificate of civil marriage. (M.S. 517.05)

Once registered, officiants would be able to perform a marriage ceremony anywhere in the State of Minnesota.

Statutes for Officiants

M.S. 517.05

The county where you filed your credentials and/or registered shall be endorsed upon and recorded with each certificate of civil marriage performed.

M.S. 517.06

The couple and witnesses must be present at the ceremony, and you must view ID of all four people.

M.S. 517.10

The officiant and witnesses print and sign their names on the certificate.

M.S. 517.13

Complete and return the original marriage certificate to the local records office within 5 days after the ceremony to avoid penalty.

Essentials

A MN Marriage License must be used in the borders of the State of Minnesota.

A license is valid for six months. The marriage license will state the date range that it is valid for.

The Marriage License is to be kept by the officiant and the Marriage Certificate is to be returned to the county office where the applicants applied.

Witnesses must be 16 years of age or older.