

Welcome to the Champaign County Probate Court eMarriage – Online Marriage Application

- Parties may complete the online application or may submit the written application in person at the Family Court.
- If you are completing the online marriage application, please do so at least 24 hours prior to your arrival at the Court. Once you complete the eMarriage application, you must appear at the Court within 7 calendar days to complete the process and receive your marriage license.
- Both parties must appear in person, and you must bring all required documentation:
 1. A valid picture ID (driver's license, state-issued ID, Visa);
 2. If either applicant's current address is not the address on the valid ID, you must provide a piece of current mail showing the present address. The Court will not accept a utility bill.
- The Courthouse is located at 200 North Main Street, 3rd Floor, Urbana, Ohio, 43078. The hours for marriage license issuance are 8:00 am – 3:30 pm.

IMPORTANT NOTES

Once a license is issued, it is valid for a period of 60 calendar days.
If the license expires, re-application is required for a new license with an additional fee.

One or both of the applicants must be a resident of Champaign County, Ohio, for a marriage license to be issued. Applicants from out of state may apply for a marriage license in Champaign County, provided the marriage ceremony is performed in Champaign County.

The fee for obtaining a marriage license is **\$60.00** payable by cash, credit or debit card (convenience fees will apply to any credit or debit transaction). **THE FEE IS NON-REFUNDABLE.**

If either applicant was previously married and the marriage ended by Divorce/Dissolution, a CERTIFIED copy of the most recent Divorce/Dissolution Decree must be presented to the Court. **The Court will not issue a marriage license within 30 days of any final entries including, but not limited to divorce or dissolution entries pursuant to App.R. 4(A) which states in part that "...a party who wishes to appeal from an order that is final upon its entry shall file the notice of appeal required by App.R. 3 within 30 days of that entry."

If either applicant has been previously married and that marriage ended as a result of a death of a spouse, a CERTIFIED copy of the Death Certificate must be presented to the Court.

WHO MAY PERFORM MARRIAGE CEREMONY

An ordained or licensed Minister of any religious society or congregation within the State of Ohio, licensed to perform marriages, a Judge of a County Court, an authorized Judge of a Municipal Court, the Mayor of a municipal corporation in any County in which such municipal corporation wholly or partly lies, the Superintendent of the State School for the Deaf, or any religious society in conformity with the rules and regulations of its church, may perform the marriage ceremony. **The license to perform marriages is obtained through the office of the Ohio Secretary of State. You may check valid licensure to marry by calling 1-877-767-6446 or online at www.sos.state.oh.us