

WASHOE COUNTY RECORDER

Administration Building – Room A-150
1001 E. 9th Street A-150, Reno, NV 89512
Telephone 775-328-3660

When requesting a certified copy of a marriage record (proof of marriage), please provide as much of the following information as possible to assist us in locating the record.

1. Provide full names of married couple, including any names used prior to marriage:

2. Date of Marriage: _____ (can be an approximate date)

3. License Application Number: _____ (this information is optional)

4. Please return this form and \$15.00 for each certified copy, \$1.00 for each plain copy, to:

Washoe County Recorder
Marriage Department
1001 E. 9th Street A-150
Reno, NV 89512

Number of **certified** copies requested: _____ @ \$15.00 each = \$ _____

Number of **plain** copies requested: _____ @ \$1.00 each = \$ _____

Total = \$ _____

If you are paying by credit card you may fax your request to 775-325-8009 for processing

5. Provide the name and mailing address you would like us to mail your order to

6. Provide your phone number and email address in case we need to contact you regarding your order

Please complete this section to pay by credit card

Please note: when using a credit card a service fee will be added to the cost of the transaction by the merchant provider, to be paid by the customer

Credit Card type: Discover _____ MasterCard _____ Visa _____ American Express _____

Credit Card # _____

Security code on back of card _____ Expiration Date: _____

Name as it appears on the card _____

Billing Address _____
