

# Lucas County Probate Court

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**JACK R. PUFFENBERGER**  
JUDGE

**SUSAN A. BRAITHWAITE**  
COURT ADMINISTRATOR

**NANCY A. MILLER**  
CHIEF MAGISTRATE



## MAGISTRATES

TREVOR N. FERNANDES  
STEVE CASIERE  
NEDAL N. ADYA  
MARGARET M. WEISENBURGER

I would like to take this opportunity to extend my very best personal wishes to you, your families, and your friends upon this happy occasion. Please read carefully the following information:

- Please be aware that Ohio Law requires that your marriage Officiant must be licensed by the Ohio Secretary of State prior to solemnizing your marriage. It is up to you to check to verify their licensure. To find out if your Officiant is licensed with the Ohio Secretary of State, please call (614)-466-8770 or visit Ohio Secretary of State, Ministers Search, at [Ohiosos.gov/records](http://Ohiosos.gov/records).
- If you are a resident of Ohio your marriage may be solemnized anywhere in Ohio. If you are not an Ohio resident your marriage must be solemnized in Lucas County, Ohio.
- The enclosed Marriage License is in two sections. The entire Marriage License should be given to the person who will officiate your wedding ceremony. The top section, with the gold seal, will be given back to you by the Officiant and becomes a keepsake. The bottom section (Marriage Certificate) will be completed by the person who solemnizes your marriage. The Officiant is required by law to return the certification to the Court within 30 days after performing the ceremony.
- Upon receiving the Marriage Certificate from your Officiant the Court will mail to you a certified copy of your Marriage Record, which will serve as your legal proof of marriage. If you wish to obtain additional copies please go to our website [www.lucas-co-probate-ct.org](http://www.lucas-co-probate-ct.org) to request a copy online.
- For your convenience, information has been included regarding changing your last name with the Social Security Administration. Please contact your local Social Security Administration, BMV, or any other government agency or business with any questions or concerns about changing your last name.

Again, my best wishes for a long and happy married life.

Yours very truly,

A handwritten signature in black ink, appearing to read "Jack R. Puffenberger", written in a cursive style.



## **NOTICE TO WEDDING OFFICIANT**

### **Who may solemnize marriages in Ohio?**

Pursuant to R.C. 3101.08 an ordained or licensed minister of any religious society or congregation within this state who is licensed to solemnize marriages, a judge of a county court, a judge of a municipal court, a probate judge, the mayor of a municipal corporation anywhere within this state, the superintendent of the state school for the deaf, or any religious society in conformity with the rules of its church, may solemnize a marriage.

Licensure is granted by the Ohio Secretary of State. If you are not licensed, please contact the Ohio Secretary of State at 614-466-8770 to obtain your license before you perform the marriage.

### **How long do I have to return the Marriage Certificate after I perform the ceremony?**

Pursuant to R.C. 3101.13 a Marriage Certificate shall be transmitted by the authorized person solemnizing the marriage, within (30) thirty days after the solemnization, to the probate judge of the county in which the marriage license was issued. As noted on the Marriage Certificate, unless the person solemnizing the marriage returns a certificate to the Probate Court within thirty (30) days after performing the ceremony, the person is guilty of a minor misdemeanor and on conviction thereof may be punished by a fine of \$50. A self-addressed return envelope is provided by the Court with the Marriage License.