



J. Barrett Chappell, Jr., Clerk
Pamela M. Goldsmith, Chief Deputy Clerk
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DaNeshia T. Williams, Deputy Clerk
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Dinwiddie County Circuit Court Clerk's Office www.dinwiddiecircuitcourt.com



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Marriage License Information

Your marriage license is valid for a period of sixty days. If the ceremony is not completed within that time, then the unused license must be returned to the clerk's office. The Clerk must report annually to the Commonwealth's Attorney any unaccounted for licenses issued during the prior year.

The minister or other officiant who performs the marriage ceremony must complete the bottom part of both the original and the copy of the marriage license Form VS-3, and return both to the Clerk's Office of Dinwiddie Circuit Court within five days after the ceremony.

The "Certificate of Marriage" should be completed by the officiant and delivered directly to the married couple for their personal retention. This is not the license and it is not a court record, but contains much of the same information provided on the license.

The marriage license returned to the clerk's office is retained permanently, one copy by the Court and one copy by the Virginia Division of Vital Records. If the married couple needs a certified copy of the license for Social Security, the Division of Motor Vehicles, or for any other purpose, it can be obtained from the clerk's office. You may request it in person or by mail for \$3.00. Attached is a "Marriage License Copy Request Form" that you can submit by mail to receive a copy of your marriage license.

Anyone who changes his/her name should get a new Social Security Card. The Social Security Administration provides this service at no cost. Future income tax returns might be delayed if the name on the tax form does not match the name on the Social Security card. For local residents, the address of the nearest office is: Social Security Administration, Attn: SSN Unit, 100 Poplar Drive, Petersburg, VA 23805.

For more information about marriage licenses you can visit us online and give us feedback about our service at www.dinwiddiecircuitcourt.com.

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