

## Marriage Intention Filing and Marriage License Process

Residents of this State intending to be joined in marriage shall record notice of their intentions prior to receiving a marriage license. An electronic fillable intention form is located on the Town Clerk's section of the Town of Hartland website, [www.townofhartlandme.com](http://www.townofhartlandme.com), for use by Hartland residents. The fee for filing Notice of Intentions to obtain a marriage license is \$40.00 paid to the Town Clerk where the intentions are filed. The following criteria must be met:

If one party resides in Maine, the Intentions must be filed at the resident town. The parties are then free to marry anywhere in Maine.

If both parties reside in Maine, but in separate towns, the intentions may be filed at only one resident town, then they are free to marry anywhere in Maine.

If parties reside outside the State of Maine, they may file intentions at any municipal office, and then they are free to marry anywhere in Maine, (Keep in mind that the intentions should be filed in the town where the party plans to marry so that the marriage information can be easily found in later years.)

If it is not convenient for either party to appear in person to file the intentions they may do so by mail. In this case the Intentions would need to be signed in front of a Notary Public. Otherwise, both parties must sign the Intentions in the presence of the Town Clerk. The marriage license is issued based on the information provided on the Intentions. Please be as accurate providing information requested and print in legible black ink or type the form. Both parties must appear in person, at the same time, to sign the marriage license in front of the Town Clerk.

If either party has been previously married, evidence of dissolution of the most current marriage must be documented by providing either a true attested signed copy of the court's divorce decree or a certified copy of death certificate must be presented to the Town Clerk.

Town of Hartland is **requiring** that the Intentions form be completed before arriving at the Town Clerk's office to obtain the marriage license. The marriage license process can take up to 40 minutes to complete, so plan accordingly. **Please either call for an appointment** or come during the following posted hours. Mon, Tues, Weds, Thurs, between 9:00 – 3:30, and Fri 8:30 - Noon. Marriage Licenses will not be processed outside these posted times do to the time that is needed to process and minimal staff in our office.

Marriage Licenses are issued for a 90 day period from the date the Intentions are filed. In Maine, there is a 21-day waiting period before a party to a Maine divorce can be remarried unless a waiver was signed at the time of the divorce.