



Correcting information on your marriage record

Use the *marriage record correction application* to add or change information on your marriage record and/or marriage certificate filed in Hennepin County.

What you can correct

- Missing information
- Clerical errors / misspelling of pre-marriage name/s
Any corrections to a before marriage first name will carry over to an after-marriage name.
- Date and place of marriage (*officiant must also sign for this change*)

What you cannot correct

Name changes that occur after marriage. Legal name changes are done through district court.

<http://www.mncourts.gov/GetForms.aspx?c=27>

How to correct your marriage record

Step 1 – Fill out the *marriage record correction application* **LINK**

Step 2 – Show the following documentation:

- **If correcting clerical errors / misspelling of pre-marriage name/s**
Provide either 1 *primary* and secondary document or 3 *secondary documents* from the list on page 3.
- **You can only correct your own information. Both applicants must sign all applications for correction.** Applicant One can only request to make changes to Applicant One information. The same is for Applicant Two, is only able to request to correct Applicant Two information.
- **If correcting date and / or place of marriage**
This correction can only be done by the marriage officiant. **Officiant and both applicants, must sign for these corrections**

Step 3 – Have the form notarized

Do not sign the application until you are in front of a notary. You will be required to show government-issued photo identification to the notary, who legally authenticates the person/s signing the document. Hennepin County Service Centers provide this service.

Step 4 – Submit the form

- In person – at any Hennepin County Service Center **LINK**
- By mail – send to:
Vital Records Office-Marriage Correction
Hennepin County Government Center
300 S. 6th St., MC-026
Minneapolis, MN 55487-0026

Fee

\$40. The fee is non-refundable.

- Cash
- Check or money order payable to *Hennepin County Treasurer*
- Credit card (Visa, Mastercard, Discover Card) – 2.49% fee. (In person requests only).

What happens next

It takes up to two weeks for us to review your documentation and make a determination. If approved, we will process the information and give a paper record indicating what was changed and when the change happened. The original record on file will not be changed.

Supporting documents (*see step 2 above*)

Documents must:

- Be original, certified copies issued by a government office, or a copy authenticated by the person issuing the document to you. Documents not in English must be translated.
- Show the name exactly as it should appear on the marriage record
- Be issued at, before or around the time of marriage with date clearly marked. You are unable to use documents from after the date of application. We need documents that show what your legal name was at time application for marriage.

Option 1 – provide 1 primary document and at least 1 from the secondary documents list (additional documentation may be required)

Option 2 – provide 3 or more secondary documents (additional documentation may be required)

Primary documents:

- Certified adoption certificate from a U.S. court
- U.S. passport book or card
- Secure Minnesota tribal identification card
- Active duty, reserve or retired U.S. military identification card (DD-2 or Geneva Conventions Common Access Card)

- Passport from a country other than the U.S. with a I-94 form or with a I-551 stamp
- Canadian birth or naturalization certificate with a I-94 form attached (Must be presented with a photo Secondary Document issued by a Canadian government agency)
- One of the following documents issued by the U.S. Department of Justice or the U.S. Department of Homeland Security
 - Employment Authorization card with photo (I-688 or I-766 series)
 - Permanent Resident or Resident Alien card (I-551 or I-151)
 - Re-entry Permit/Refuge Travel Document (I-327, I-571)
 - Certificate of Naturalization (N-550, N-570, or N-578)
 - Certificate of Citizenship (N-560, N-561, or N-645)
 - United States Citizen Identification Card (I-179 or I-197)
 - Northern Mariana Card (I-873)
 - American Indian Card (I-872)
- Photo driver's license, state identification card or permit, issued by a U.S. state other than Minnesota, the District of Columbia, Guam, Puerto Rico, the U.S. Virgin Islands or a Canadian province or territory
- Social Security history/transcript document - not a social security card
- Tax documents

Secondary documents

- Certified birth record issued by a government bureau of vital statistics or board of health in the United States, District of Columbia, Guam, Puerto Rico or the United States Virgin Islands
- Minnesota Photo driver's license, state identification card or permit.
- Certificate of Birth Abroad (FS-545 or DS-1350) issued by the U.S. Department of State
- Report of Birth Abroad of a United State Citizen (FS-240) issued by the U.S. embassy
- Certified government-issued marriage certificate (a document other than the marriage certificate currently being amended).
- Certified U.S. or Canadian court order with full name and date of birth
- Certified secondary or post-secondary school transcript containing legal full name and date of birth
- Secondary school (grades 7-12) student identification card with student's name, photograph and date of birth or unique identification number

(identification card must have the academic/school year or issue date printed on the card)

- Government employee photo identification card from a jurisdiction in the U.S. or Canada
- Identification card (DD-1173 or DD-214) issued by the U.S. Department of Defense
- Color-photo permit to carry a firearm or concealed weapon, issued by a U.S. police department or sheriff
- Pilot's license issued by the Federal Aviation Administration