Raleigh County Clerk
215 Main Street | Beckley, WV 25801
Phone: (304) 255-9123
countyclerk@raleighcounty.gov

Application for Certified Copy of Marriage Certificate

Important- *you must present your state issued driver's license to obtain certificate; if you are mailing or emailing your request please include a copy of your state issued driver's license.*

Name of Persons on the Certificate:

Groom/Partner A: _____
(First, Middle, Last)

Bride/Partner B: _____
(First, Middle, Maiden/Previous Last)

Date of Marriage: *(mm/dd/yyyy)* _____ **Place of Marriage:** *(City/Town & State)* _____

Requestor's Relationship: _____ **Describe Other:** _____

☐ *I acknowledge and consent that entering my name below is a form of electronic signature certifying that the above marked relationship is true.*

Signature: _____ **Date:** *(mm/dd/yyyy)* _____

Printed Name: _____ **Daytime Telephone:** _____

Reason for Request: _____

There is a $5.00 charge for each certified copy + a $1.00 fee for shipping and handling to mail up to 5 copies. Please send check or money order ONLY (no cash).

Enclosed _____ **for** _____ **copies at $5.00 each + $1.00 mailing fee = $** _____
(check or money order) *(number of copies)* *(amount of payment due)*

Mail Requested Copies to:
(requestor's address) _____

Completed request form may be emailed to countyclerk@raleighcounty.gov ***or*** *printed and mailed to:*
Raleigh County Clerk | Attn: Vital Registration | 215 Main Street | Beckley, WV 25801
Please allow 2-3 business days for processing. If you are emailing your request please note, payment must be made prior to receipt of the requested certified copies. You will be contacted to make phone payment with a debit/credit card before copies are mailed (a minimum $2.00 per credit/debit card transaction fee applies). Remember to include a copy of your driver's license.

Revised: 03/2025