



\$40.00 Non-Refundable Fee

How to amend information on your Marriage Record

Use the "Affidavit to Amend a Marriage Record" form to add, delete or amend information on the marriage record filed in Dakota County.

What you CAN correct

- Missing information
- Misspelling of name(s)
- Date and/or place of marriage

What you CANNOT correct

- Any change in last name(s) that occur after marriage.
Legal name changes are processed through District Court

How to correct your Marriage Record

- You may only correct your own record.
- All signatures must be witnessed by a county clerk or notary public.

To correct:

- **Clerical errors/misspelling of pre-marital name(s):**
 - *Only requesting applicant's signature is required on the affidavit.*
 - Provide TWO supporting documents:
 - Option 1:** Provide two (2) primary documents.
(additional documentation may be required)
 - Option 2:** One (1) primary document and one (1) secondary document.
(additional documentation may be required)

All proof documents must be an original issued **before** the date of marriage, with the date clearly marked. Any document(s) in a language other than English must be accompanied by a translation **and** a translation certificate. Please see the "Primary Documents" and "Secondary Documents" sections for the list of acceptable proof documents.

- **The date and/or place of marriage**
 - *Performing Officiant and both Applicants must sign the affidavit*
 - 1. Complete the "Affidavit to Amend a Marriage Record" form.
 - 2. Present the Affidavit and supporting documents to a county clerk with a non-refundable payment of \$40.00.

Supporting Documents

- Proof document(s) must be an original or certified copy issued by the issuing agency.
- Any document(s) in a language other than English must be accompanied by a translation **and** a certificate of translation
- Show the name exactly as it should appear on the Marriage Record.
- Issued **before** the date of marriage, with the date clearly marked.
 - **Note:** Document(s) issued after the date of marriage will not be accepted. Document(s) must show legal name prior to the application for a Marriage License.

What happens next

After we have collected the Affidavit to Amend a Marriage Record form, payment, and all applicable acceptable proof documentation, we will begin processing the request. It can take up to two weeks to review the documentation and determine the outcome. The original record on file will not be changed.

**** Any document(s) in a language other than English must be accompanied by a translation and a translation certificate. ****

Primary Documents

- An international passport from any jurisdiction (foreign or domestic)
- A certified record of birth from any jurisdiction (foreign or domestic) including:
 - State issued birth certificate
 - Foreign birth certificate
 - Certificate of Birth Abroad (FS-545, DS-1350)
 - Consular Report of Birth Abroad (FS-240)
- A certified adoption certificate issued by any jurisdiction (foreign or domestic) that includes the applicant's name and date of birth
- A Foreign consular identification document
- Canadian naturalization certificate with an unexpired I-94 form attached (must be presented with a photo secondary document issued by a Canadian government agency)
- One of the following unexpired documents issued by the United States Citizenship and Immigration Service or its predecessors:
 - Certificate of Naturalization (Form N-550, N-570, N-578)
 - Certificate of Citizenship (Form N-560, N-561, N-645)
 - United States Citizen Identification card (Form I-179, I-197)
 - Permanent Resident or Resident Alien Card (Form I-551 or I-151)
 - Employment Authorization document (Form I-688, I-688A, I-688B, or I-766)
 - Northern Mariana Card (Form I-873)
 - American Indian Card (Form I-872)
 - Re-Entry Permit/Refugee Travel Document (Form I-571)
- An unexpired identification card issued by the United States Department of Defense for active duty, reserve or retired personnel. Also known as:
 - Geneva Convention Card
 - Common Access Card (DD form 2)

Secondary Documents

- Issued by the Social Security Administration:
 - A Social Security Card
 - A Supplemental Security Income Award statement issued no more than 12 months before the application
- Issued by the United States Department of State:
 - A certificate of Eligibility for Exchange Visitor Status (DS-2019)
 - Issued by the United States Department of Homeland Security:
 - Employment Authorization document (I-688, I-688A, I-688B, I-766)
 - A Certificate of Eligibility for Nonimmigrant Student Status (Form I-20)
 - A Deferred Action for Childhood Arrival approval notice (Form I-821D)
 - Application for Asylum and for Withholding of Removal (Form I-589)
- Issued by a (Foreign or Domestic) government jurisdiction:
 - Driver's License, Identification Card or Permit, with photograph, expired 5 years or less
 - Certified marriage certificate
 - Certified Court Order containing name and date of birth
 - Certified copy of a divorce decree or dissolution of marriage that specifies the applicant's name or name change
- School Records:
 - A copy of a transcript containing the applicant's legal full name and date of birth certified by the issuing secondary or postsecondary school
 - A current secondary school student identification card with the student's name, a photograph or electronically produced image of the student, and the student's date of birth or unique student identification number
 - A foreign jurisdiction's official high school, college, or university transcript that includes the applicant's date of birth and a photograph of the applicant at the age the record was issued
 - A foreign jurisdiction's high school, college or university student identification card with a certified transcript from the school
- Issued by the United States Department of Transportation, Federal Aviation Administration:
 - A current pilot's license
- Issued by the Department of Defense:
 - A common Access Card or Identification and Privilege Card (Form DD-1173), for dependents of active-duty personnel
 - A Certificate of Release or Discharge (DD-214)
- Issued by a United States Police Department or by a United States County Sheriff's Office:
 - Unexpired permit to carry a firearm or concealed weapon, bearing a color photo of the applicant
- Issued by Minnesota Unemployment Insurance:
 - A benefit statement issued no more than 90 days before the application
- Issued by the Internal Revenue Service
 - A document with an individual taxpayer identification number
- Issued by Minnesota Driver and Vehicle Services:
 - A Certificate of title issued no more than 12 months before the application
- Issued by the Department of Corrections or Federal Bureau of Prisons:
 - Identification card containing the applicant's full name, date of birth, and photograph
- Minnesota Property Tax Document that shows the applicant's principal residential address both on the mailing portion and the portion stating what property is being taxed:
 - A Minnesota Property Tax statement for the current or prior calendar year
 - A proposed Minnesota property tax notice for the current year
- A filed property deed or title for the applicant's residence.
- Mortgage documents for the applicant's residence
- Issued by a current United States or Canadian government jurisdiction:
 - Employee photo identification card
- Military orders that are still in effect at the time of the application
- A Selective Service Card
- A valid identification card for health benefits or an assistance or social services program
- Canadian social insurance card
- A foreign jurisdiction's federal electoral card issued on or after January 1, 1991, that contains the applicant's photograph.