

## MARRIAGE RECORDS

Certified copies of marriage records are available in the town/city where the application/intention of marriage was obtained. In addition, all marriage records are available from the State of Maine, Vital Records office (located at 220 Capitol Street, SHS #11, Augusta, Maine 04333). To order a certified, legal copy of a marriage certificate from the Town of Readfield please complete a Marriage Certificate Order Form. Certified copies can be purchased in person at the town office or ordered through the mail.

You may also write, email or fax the town office a letter including the following information:

1. Full name of the bride/groom/spouse/Party A including first, middle and maiden/last name
2. Full name of the bride/groom/spouse/Party B including first, middle and maiden/last name
3. Date of marriage
4. The name and mailing address where we should send the certificate(s)
5. Number of certified copies you are ordering
6. Please include a self-addressed stamped business size envelope
7. Applicable identification and payment (see below)

### PROOF OF IDENTIFICATION & LINEAGE REQUIRED:

In order for a person to obtain a certified copy of a birth, marriage or death record, the requestor must present proof of identification. They must also present proof of direct and legitimate interest in the record if requesting a record other than their own. Please review all allowable forms of identification and ways to establish eligibility.

### PAYMENT INFORMATION:

The fee for a certified copy is \$15. Each additional copy (of the same record) ordered at the same time is \$6. Please make check or money order payable to "Town of Readfield". The town also accepts credit card payments for an additional fee. The application form/letter of request (payment enclosed) may be mailed to: Town of Readfield, 8 Old Kents Hill Rd., Readfield, ME 04355. Requests may be emailed to: [clerk@readfieldmaine.org](mailto:clerk@readfieldmaine.org) or faxed to: 207-685-3420.

### STATE OF MAINE ONLINE ORDERS:

Maine Vital Records does not accept credit cards or online orders; however, for your convenience, you can process online requests through an independent company, VitalChek Network, Inc. ***The Town of Readfield is not affiliated with this company.*** VitalChek can be reached at [www.vitalchek.com](http://www.vitalchek.com) or by phone at 1-877-523-2659. An additional fee to expedite your order is charged by VitalChek for using this service, and all major credit cards are accepted.