

MARRIAGE OFFICIANT REGISTRATION AFFIDAVIT

Pursuant to La. R.S. 9:204

State of \_\_\_\_\_  
Parish/County of Notary \_\_\_\_\_

BEFORE ME, the undersigned Notary, duly commissioned and qualified in and for the above named State, personally came and appeared:

\_\_\_\_\_  
(Officiant/ Affiant Full Name)

who being first sworn by me, did depose and say that his/her denomination is

\_\_\_\_\_;

That he/she declares his/her address is:

\_\_\_\_\_  
(Street Address)

\_\_\_\_\_  
(City/State/Zip Code)

( \_\_\_\_\_ ) - \_\_\_\_\_  
(Current Business/ Cell Phone Number) (Email Address)

And that he/she makes this affidavit for the purpose of depositing this attestation with the clerk of court of the parish in which he/she will principally perform marriage ceremonies to register as a person authorized to perform marriage ceremonies as required in LA. R.S. 9:204.

Signature of Officiant: \_\_\_\_\_

Sworn to and subscribed before me this

\_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
(NOTARY'S PRINTED NAME) (SIGNATURE AND SEAL OF NOTARY PUBLIC)

\_\_\_\_\_  
(COMMISSION NUMBER OF NOTARY PUBLIC) My Commission Expires on: \_\_\_\_\_

STAFF USE ONLY:

DATE RECEIVED \_\_\_\_\_ DEPUTY CLERK'S INITIAL \_\_\_\_\_

## ***TO: All Officials Performing Marriage Ceremonies***

A marriage ceremony is not to be performed before **24 hours** has elapsed from the date and time of the issuance of the marriage license without a waiver from a Judge or Justice of the Peace.

The marriage must take place prior to the **expiration date** and **time** listed on the license.

Marriage ceremonies using marriage licenses purchased in Louisiana must be *performed* in Louisiana.

**The officiant will be responsible for completing the section on the marriage license indicated by the Ceremony tab. Licenses returned to our office incomplete or incorrect will be recorded as such. This may pose a problem for the couple trying to establish their union, change of name, or entitlement to benefits. Please follow these steps when completing the marriage license.**

Enter the date (Month/Day/Year) and time of ceremony

Enter the City or Town where the ceremony was performed

Enter the Parish where ceremony was performed

Enter Louisiana (LA) as the state

Type or print Officiant's Name

Type or print Officiant's Title

The officiant shall sign certifying that the marriage ceremony was conducted on the date, time and place indicated. The officiant shall assure that all essential signatures are affixed before he signs in the section ***“signature of person performing ceremony”***. Please do not sign in the space for ***“Recording Official”***.

Type or print Officiant's address and zip code

Groom's/Bride's/Spouse's signature using current name (First party listed on license)

Groom's/Bride's/Spouse's signature using current name (Second party listed on the license)

**(2)** Witness's signatures (must be of majority age)

Please be sure to return the original marriage license and waiver, if one was issued, to the Clerk of Court office **within 10 days** of the ceremony. We have provided an envelope for you to do so.  
**Please put your return address on the envelope.**

If you are not a registered minister in Louisiana (within your domiciled parish), please come in to register with  
Parish or visit our website for the Marriage Officiant Affidavit form.

If you have any questions, please do not hesitate to give us a call..

Marriage Department

Revised 8-1-2018