

**WISCONSIN DIVORCE CERTIFICATE APPLICATION**  
 (for Mail or In-Person Requests)

**TYPE or PRINT.**

**PENALTIES:** Any person who illegally possesses any vital record with knowledge that the vital record has been illegally obtained is guilty of a Class I felony [a fine of not more than \$10,000 or imprisonment of not more than 3 years and 6 months, or both, per Wis. Stat. § 69.24(1)].

<b>I. APPLICANT INFORMATION</b>	CURRENT NAME - First		Last		MAIL TO NAME - First (if different)		Last		
	YOUR STREET ADDRESS (CANNOT be a P.O. Box address) Apt. No.				MAIL TO ADDRESS (if different than street address) Apt. No.				
	City		State	ZIP Code		City		State	ZIP Code
	DAYTIME TELEPHONE NUMBER ( )				EMAIL ADDRESS				
	TYPE OF CURRENT VALID PHOTO ID (See item 3 on page 2.)		PHOTO ID NUMBER		STATE OF ISSUANCE		EXPIRATION DATE		

**Per Wis. Stat. § 69.20(1), a CERTIFIED copy of a divorce certificate is only available to those with a "direct and tangible interest." (A-E)**

**CHECK ONE box which indicates YOUR RELATIONSHIP to one of the PERSONS NAMED on the divorce certificate.**

A.  I am **one of the persons named** on the divorce certificate.

B. I am a **member of the immediate family** of one of the persons named on the divorce certificate.  
 Parent                       Child                       Brother / Sister  
 Maternal Grandparent     Paternal Grandparent

C.  I am the **legal custodian or guardian** of one of the persons named on the divorce certificate.

D.  I am a **representative authorized** by any person in categories A - C, including an attorney.  
 Specify the person you represent: \_\_\_\_\_

E.  I can demonstrate the divorce certificate is necessary for the **determination or protection of a personal or property right**.  
 Specify your interest \_\_\_\_\_

F.  None of the above. I am requesting an **uncertified** copy. (Copy will not be valid for identity or legal purposes.)

NOTE: Grandchildren, stepparents, stepchildren, stepbrothers / stepsisters may only obtain certified copies as categories C – E.

**PURPOSE FOR WHICH CERTIFICATE IS REQUESTED:**

<b>III. FEES</b>	First Copy Fee .....	\$ 20.00	_____
	Additional copies of the same certificate issued at the same time as the first copy _____ X \$ 3.00 _____	Number of Additional Copies	
	<b>FEE IS NOT REFUNDABLE IF NO RECORD IS FOUND. CANCELLATIONS NOT ACCEPTED.</b>		<b>TOTAL</b> _____

**Submit your application materials and fee to: PIERCE CO. REGISTER OF DEEDS / PO BOX 267 / ELLSWORTH, WI 54011**

**Be sure to include:**  completed form,  acceptable identification,  payment,  
 self-addressed, stamped business-size envelope, and  any additional proof or authorization required

**PHOTO ID MUST ACCOMPANY MAIL REQUESTS. Make check or money order payable to: Register of Deeds**

<b>IV. DIVORCE INFORMATION</b>	PARTY "A" BIRTH NAME - First		Middle		BIRTH Last Name	
	PARTY "B" BIRTH NAME - First		Middle		BIRTH Last Name	
	LOCATION OF DIVORCE - County			DATE OF DIVORCE (MM/DD/YYYY)		

I hereby attest that the information provided on this application is correct to the best of my knowledge and belief and that I am entitled to copies of the requested divorce certificate in accordance with the categories listed above.

SIGNATURE (Applicant)	Date Signed (MM/DD/YYYY)
-----------------------	--------------------------

**Important: Signature and payment are required for processing.**

**1. What is the difference between a “certified” and an “uncertified” copy of a divorce certificate?**

**A CERTIFIED COPY:**

- Is printed on security paper, has a raised seal, and shows the signature of the State Registrar or Local Registrar.
- Can be used for legal purposes.
- Can only be obtained with a direct and tangible interest as defined in Wis. Stat. § 69.20(1).

**AN UNCERTIFIED COPY:**

- Is printed on plain paper and marked “uncertified.”
- Is for information purposes only and cannot be used for identity or legal purposes.
- Contains the same information as a certified copy.

**2. How long will it take to process my request?**

**APPLYING IN PERSON**

- Requests for **certified** copies of divorce certificates are usually completed within 2 business hours of application, if the divorce certificate is on file.
- Requests for **uncertified** copies of divorce certificates are not completed on the same schedule as requests for certified copies. In-person requests for uncertified copies may take up to 1 month to complete.

**APPLYING BY MAIL**

- Requests for **certified** copies of divorce certificates may take up to 2 weeks plus mail time to complete.
- Requests for **uncertified** copies of divorce certificates are not completed on the same schedule as certified copies. Mail requests for uncertified copies may take up to 1 month plus mail time.

**3. What identification is required when applying for a divorce certificate?**

Requests for certified copies require proof of identification. Applicant’s original ID is required for in-person applications. A **photocopy** of the applicant’s ID is required for mail applications.

**At least one form of ID must show your name and address. Expired cards or documents will not be accepted.**

Examples of acceptable forms of identification include:

**One of these:**

- State issued driver’s license or ID card
- US Government issued photo ID
- US or Foreign passport
- Tribal or Military ID card

**OR**

**Two of these:**

- Bank/Earnings statement
- Current, dated, signed lease
- Health insurance card
- Utility bill or traffic ticket
- Vehicle registration/title

**If you have questions regarding this form, please call 608-266-1373  
or visit our website at <http://www.dhs.wisconsin.gov/vitalrecords>**