



Instructions for Officiant:

Please complete the ceremony section of the marriage license. All information must be typed or completed in **BLACK INK ONLY** or the marriage license **will not be accepted for filing.**

Witnesses must sign in **black ink only** on lines 45 and 47 and print their names in **black ink** on lines 46 and 48 or the marriage license **will not be accepted for filing.**

DO NOT give the license to the couple being married. **YOU**, the officiant, are responsible by Maine Law for returning the certificate to the City Clerk's Office within seven (7) working days following the date you solemnized the marriage. Our mailing address is 114 Benton Ave, Winslow, ME 04901. If you have any questions, please call us at 207-872-2776.

NOTE: Notaries, please **do not** use your seal on the marriage license as it can cause the license to tear and will weaken the durability of the document over time.