



State of Minnesota

County of Olmsted

Certificate of Filing for Marriage Officiant

MS 517.04 SOLEMNIZATION PERSONS AUTHORIZED TO PERFORM MARRIAGES.

Marriages may be solemnized throughout the state by an individual who has attained the age of 21 years and is a judge of a court of record, a retired judge of a court of record, a court administrator, a retired court administrator with the approval of the chief judge of the judicial district, a former court commissioner who is employed by the court system or is acting pursuant to an order of the chief judge of the commissioner's judicial district, the residential school administrators of the Minnesota State Academy for the Deaf and the Minnesota State Academy for the Blind, a licensed or ordained minister of any religious denomination, an individual who registers as a civil marriage officiant with a local registrar in a county of this state, or by any mode recognized in section 517.18. For purposes of this section, a court of record includes the Office of Administrative Hearings under section 14.48.

MS 517.05 CREDENTIALS OF MINISTER.

Ministers of any religious denomination, before they are authorized to solemnize a marriage, shall file a copy of their credentials of license or ordination or, if their religious denomination does not issue credentials, authority from the minister's spiritual assembly, with the local registrar of a county in this state, who shall record the same and give a certificate thereof. The place where the credentials are recorded shall be endorsed upon and recorded with each certificate of marriage granted by a minister.

Choose One:

I am qualified under M.S. 517.04 to perform marriages.

I am qualified under M.S. 517.05 to perform marriages; attached are my credentials of license or ordination or a letter of good standing.

Choose One:

My authority to perform marriages has no expiration date.

My authority to perform marriages expires on

Full Name:

Address:

City:

State:

Zip:

Phone Number:

Age:

Date of Birth:

I, the undersigned, hereby declare under oath that I have read the above Minnesota State Statutes, and I declare under penalty of perjury that everything I have stated in this document is true and correct. (Minnesota Statute 358.116.)

County Use Only:

(Signature of Officiant)

Office of Property Records & Licensing
County of Olmsted, MN

County and State (where signed)

The within instrument was filed in this office for record on said date.

Date:

Deputy:

## Payment of \$40 required for filing Ordination Credentials

### In Person:

Sign Certificate of Filing when present at Olmsted County Vital Records

Present credentials of license or ordination or letter of good standing if applicable (*Minnesota Statute 517.05*)

Office location: **Olmsted County Vital Records  
Government Center – First Floor  
151 4th Street SE  
Rochester, MN 55904**

### By Mail:

Complete Certificate of Filing

Photocopy credentials of license or ordination or letter of good standing if applicable (*Minnesota Statute 517.05*)

### Filing Fee Payment Options:

Check or Money Order: Please made payable to: **Olmsted County Vital Records**

Credit Card (Cardholder name must match officiants name) Convenience fee of 2.15% for all card payments

Visa      Mastercard      Discover      American Express

Credit Card Number:

Expiration Date:

Security Code:                      (3-digit code or 4-digit code American Express)

Name as it appears on card:

Signature Authorizing Credit Card Charge:

Mail to: **Olmsted County Vital Records  
151 4th Street SE  
Rochester, MN 55904**

### By Fax: (507) 328-7965

Credit Card (Cardholder name must match officiants name) Convenience fee of 2.15% for all card payments

Visa      Mastercard      Discover      American Express

Credit Card Number:

Expiration Date:

Security Code:                      (3-digit code or 4-digit code American Express)

Your name as it appears on card:

Signature Authorizing Credit Card Charge:

Due to high administrative costs, we are unable to issue refunds for overpayment.  
Checks returned for non-payment will be charged a \$30 fee according to Minnesota Statutes, section 604.113, subdivision 2 and civil penalties maybe imposed.