



Tamara Charles
Clerk of the Court

SUPERIOR COURT OF THE VIRGIN ISLANDS

OFFICE OF THE CLERK

☐ Alexander A. Farrelly Justice Center
Post Office Box 70
St. Thomas, USVI 00804
(340) 774-6680

☐ R.H. Amphlett Leader Justice Complex
Post Office Box 929
Christiansted, USVI 00821
(340) 778-9750

Marriage Application Cover Sheet

We are applying to be married in the U.S. Virgin Islands. Our wedding date is scheduled for _____. We are planning to be married at _____ (Church/Hotel) on (St. Croix/St. Thomas/St. John) by a minister of the _____ (Church denomination). We will be arriving on island on _____ with a scheduled departure of _____.

Please enclose the required documents for obtaining a marriage license issued by the Superior Court of the Virgin Islands (**PLEASE SELECT**) ☐Valid Driver's License ☐Valid Passport ☐Birth Certificate ☐Certified Copy of Divorce Decree ☐Certified Copy of Death Certificate

In Court Fees - \$100.00 Application fee; \$100 License fee; \$400.00 ceremony fee

Out of Court Fees - \$100.00 Application fee; \$100 License fee

CONFIDENTIAL INFORMATION. THE INFORMATION BELOW WILL NOT APPEAR ON CERTIFIED COPIES OF THE RECORD.

NUMBER OF THIS MARRIAGE 1 ST , 2 ND , etc. (Specify Below)	IF PREVIOUSLY MARRIED, LAST MARRIAGE ENDED		RACE American Indian, Black, White etc. (Specify Below)	Education Specify only highest grade completed	
	By Death, Divorce, Dissolution or Annulment (Specify Below)	Date (Month, Day, Year)		Elementary/Secondary (0-12)	College (1-4 or 5 +)

Spouse 1

Contact Number: _____

Email address: _____
(Required)

Print Name: _____

Signature: _____

Spouse 2

Signature: _____

- This cover sheet **MUST** accompany a new or existing marriage application. Please use the marriage packet available on our website (www.vicourts.org - Superior Court - Family - Forms - Marriage packet) to file with the court. You are **not** required to mail the documents after you file them electronically; however, you may walk with them when you come to pick up your license before your marriage date.
- You may file your marriage cover sheet, application and supporting documents on our e-file site (www.usviefile.vicourts.org) as one attachment. **Steps:** Create filing, select Superior Court, Category - New Case; select Location; Case Type - Marriage; Case Subtype - Marriage Regular; Filing Type-Initiating document; Filing subtype - Marriage application.
- **Questions - Please contact the Family division - St. Thomas 340-774-6680; St. Croix - 340-778-9750**