

**LOUIS J. PERRET
Clerk of Court
Lafayette Parish, Louisiana**

MEMO

From: Marriage Department 337-291-6335

**Re: Please complete the registration form before
a notary public.**

**Mail completed form containing original
signatures, along with a recording fee of \$5.00
payable to the Clerk of Court to:**

**Clerk of Court
Attn: Marriage Dept
P. O. Box 2009
Lafayette, La 70502**

MARRIAGE OFFICIANT REGISTRATION AFFIDAVIT

**STATE OF LOUISIANA
PARISH OF LAFAYETTE**

BEFORE ME, the undersigned notary, personally came and appeared

_____, who being first sworn
(Print Officiant's Name)

by me deposed and stated:

That he (she) is a priest, minister, rabbi, clerk of the Religious Society of Friends, or any clergyman or any religious sect, who is authorized by the authorities of his religion to perform marriages and officiates principally at:

(Name of Church)

That he (she) is a resident of _____,
(Street Address)

_____, _____, _____
(City) (State) (Zip Code)

Contact phone numbers: () _____ - _____ () _____ - _____

And, that he (she) makes this affidavit for the purpose of registering as required by R.S. 9:204 as a person authorized to celebrate marriages in the State and Parish granted in LSA-R.S. 9:202 (1).

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 Officiants 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 Lafayette Parish or visit our website www.lpclerk.com for the Marriage Officiant Affidavit form.

If you have any questions, please do not hesitate to give us a call...**337-291-6335**