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COOK COUNTY

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# VITAL RECORDS

BIRTH, MARRIAGE, CIVIL UNION & DEATH RECORDS



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**COOK COUNTY CLERK**  
[cookcountyclerk.com](http://cookcountyclerk.com)



## MARRIAGE LICENSES



### LICENSE APPLICATION FEE \$60

#### ELIGIBILITY

According to Illinois law, both applicants must be 18 or older, not be blood relatives, and not already be married to someone else.

#### EXCEPTIONS

Illinois law allows exceptions: first cousins older than 50 may marry. 16- and 17-year-olds may obtain a marriage license with:

- 1 Consent of parents listed on applicants' birth certificates. All parents listed on each minor's birth certificate must be present and show valid identification.
- 2 Certified copies of applicants' birth certificates.
- 3 A second form of identification showing applicants' dates of birth.

#### APPLYING

Applicants must appear together in person at one of the Cook County Vital Records offices. They will be asked several questions at the counter, and must present valid identification with proof of age before they can sign the marriage license application.

#### TIMELINES & RESTRICTIONS

Marriage licenses are issued while you wait, and are effective the following day. Licenses are valid for 60 days but effective only for marriages performed in Chicago and suburban Cook County.

#### AFTER THE CEREMONY

The officiant performing the ceremony must complete the bottom portion of the license and mail it to:

**Cook County Vital Records**  
**P.O. Box 641070**  
**Chicago, IL 60664-1070**

#### ADDITIONAL COPIES

*Certified copies of marriage records are \$15 and \$4 for each additional copy.*



## CIVIL UNION LICENSES



### LICENSE APPLICATION FEE \$60

Illinois' civil union law enables couples who are 18 or older to legally certify their union. Applicants must appear together at one of the Cook County Vital Records offices and present valid photo identification with proof of age. Application procedures and fees are similar to the marriage license process detailed in this brochure. Licenses are effective the following day and valid for 60 days, but only for unions performed in Chicago and suburban Cook County. *Certified copies of civil union records are \$15 and \$4 for each additional copy.*



## SPECIALTY CERTIFICATES



#### COMMEMORATIVE CERTIFICATES \$65

Art-quality canvas commemorative marriage and civil union certificates include a legal certificate and can be purchased at any Cook County Vital Records Office or ordered online at [cookcountyclerk.com](http://cookcountyclerk.com).

#### WALLET CERTIFICATES \$15

A set of official wallet-size marriage or civil union certificates can be purchased at any Cook County Vital Records Office or ordered online by downloading a form on the Vital Records page at [cookcountyclerk.com](http://cookcountyclerk.com).



## BIRTH AND DEATH RECORDS



### BIRTH CERTIFICATE \$15 • DEATH CERTIFICATE \$17

Cook County Vital Records keeps official records of births and deaths that occur in Chicago and suburban Cook County. *Additional copies are \$4 (Birth) and \$6 (Death) each.* Under state law, you may obtain a certified copy of:

- Your own birth certificate
- Your child's birth certificate
- A relative's death certificate
- A death certificate for an individual, if you can prove a financial interest in their death



## GENEALOGY



### BIRTH AND MARRIAGE \$15 • DEATH \$17

The Genealogy Unit of Cook County Vital Records provides non-certified genealogy versions of birth (over 75 years), death (over 20 years) and marriage (over 50 years) records for the purpose of genealogical research. Records are for Chicago and Cook County dating back to 1872.

Genealogy records can be purchased in person or downloaded online at [cookcountygenealogy.com](http://cookcountygenealogy.com). *Additional copies are \$4 (Birth, Marriage) and \$6 (Death) each.*



## BUSINESS REGISTRATION



### APPLICATION FEE \$50

Cook County Vital Records' Assumed Names Department provides applications for filing under the Assumed Business Name Act to persons conducting business as a sole proprietorship, general partnership or professional service corporation. The following types of businesses are NOT required to register an assumed name: limited liability companies, limited liability partnerships, limited partnerships and corporations. Apply online at [cookcountyclerk.com/abn](http://cookcountyclerk.com/abn).



## NOTARY DEPARTMENT



### IN PERSON \$5 • BY MAIL \$10

Cook County Vital Records' Notary Department registers Cook County Notary signatures and issues certifications of authority. However, the Illinois Secretary of State's office first processes all notary public applications. You can print a notary public application at [cyberdriveillinois.com](http://cyberdriveillinois.com) or call 217.782.7017.

Avoid the wait and order online at [cookcountyclerk.com](http://cookcountyclerk.com),  
by phone at **866.252.8974** or at your local currency exchange.  
Additional convenience fees apply.

## CHICAGO

**Monday–Friday • 8:30 a.m.–5:00 p.m.**

**Open Wednesdays until 7 p.m. for marriage and civil union licenses only**

50 W. Washington St.  
Concourse Level  
Chicago, IL 60602  
312.603.7790

Mailing Address:  
PO Box 641070  
Chicago, IL 60664-1070

## SUBURBAN OFFICES

**Monday–Friday • 8:30 a.m.–4:30 p.m.**

**Open Wednesdays until 7 p.m. for marriage and civil union licenses only**

### North Suburbs Skokie Courthouse

5600 W. Old Orchard Road, Rm. 149  
Skokie, IL 60077  
847.470.7233

### Northwest Suburbs Rolling Meadows Courthouse

2121 Euclid Ave., Rm. 238  
Rolling Meadows, IL 60008  
847.818.2850

### West Suburbs Near the Maywood Courthouse

1311 Maybrook Square, Rm. 104  
Maywood, IL 60153  
708.865.6010

### South Suburbs Markham Courthouse

16501 S. Kedzie, Rm. 238  
Markham, IL 60426  
708.232.4150

### Southwest Suburbs Bridgeview Courthouse

10220 S. 76th Ave., Rm. 238  
Bridgeview, IL 60455  
708.974.6150

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*Cook County Vital Records keeps records for  
Chicago & Suburban Cook County. For other  
Illinois counties visit [idph.state.il.us/vitalrecords](http://idph.state.il.us/vitalrecords).  
For records for other states go to [vitalchek.com](http://vitalchek.com).*

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**Photo ID is required for all applications and records.**

**ONE form of ID if submitting** a State Driver's License, State Identification Card, U.S. Passport, or U.S. Armed Forces Identification Card.

**TWO of these forms of ID if submitting** a Certified Copy of Birth Certificate (English translations required for foreign certificates), U.S. Naturalization Certificate, U.S. Resident Alien Card, Life Insurance Policy (at least one year old), Foreign Passport, U.S.–Issued Consulate Identification Card, Baptismal record (date of birth must appear).

