

Guide to Obtaining a Civil Union License in Cumberland County

WHERE TO APPLY:

Office of *Cumberland County Clerk Joy Sutherland* in the Annex Building of the County of Cumberland, 140 Courthouse Square, Toledo, IL 62468 Phone (217) 849-2631. Office Hours: Monday thru Friday 8:00 a.m. to 4:00 p.m. (No weekends or Holiday hours)

WHEN TO APPLY AND WHAT TO BRING:

Apply at least one calendar day prior to the Civil Union. The license becomes effective one day after the date of issuance, and expires sixty one (61) days after it becomes effective. Both parties must appear with proper identification at the County Clerk's Office to obtain the Civil Union License. A Driver's License or State Issued Photo ID is an acceptable form of identification.

IMPORTANT:

Persons obtaining a Civil Union in Cumberland County **MAY NOT use the License in any other county.**

FEE:

The **\$38.00** fee will be payable in cash or personal check payable to Cumberland County Clerk and collected at the time of application.

APPLICANT REQUIREMENTS:

You **MUST BE AT LEAST 18 YEARS OF AGE.**

NONRESIDENTS:

Nonresidents cannot obtain a Civil Union License if the Union would be **VOID** in their home state.

OBTAINING A CERTIFIED COPY OF YOUR CIVIL UNION LICENSE:

A certified Copy (or copies) of your License may be obtained from the County Clerk's office, and pre-requested at the time you apply for your License, which will automatically be sent to you after you ceremony. The fee for the **Certified Copy is \$12.00.**