

INSTRUCTIONS FOR SUBMITTING A MARRIAGE INTAKE FORM

1. Complete and sign the Marriage Intake Form.
2. Take the Marriage Intake Form to the Judiciary located at 2630 W. Mason Street in Green Bay.
3. The Judiciary will assign a judge to officiate the marriage ceremony.
 - a. The judge will contact the parties to confirm the date and time of the marriage ceremony.
4. Once the judge is assigned, the parties can use that information to apply for the marriage documents with the Oneida Licensing Department.

**Any questions, call the Clerk of Court at 920-496-7200 or the or
Oneida Licensing Department at (920) 496-5311.**

MARRIAGE INTAKE FORM

We, the undersigned parties are requesting that a marriage be scheduled before a Judge of the Oneida Judiciary.

1. The name, date of birth, address, and telephone number of Applicant #1 is:

Name: _____

Date of Birth: _____

Address: _____

Telephone Number: _____

2. Applicant #1 is:

- ☐ An Oneida Nation member (Enrollment No. _____).
☐ A member of another Tribal Nation (_____).
☐ Non-Indian.

3. Does Applicant #1 reside on the Oneida Reservation (check one)? ☐ Yes ☐ No

4. The name, date of birth, address, and telephone number of Applicant #2 is:

Name: _____

Address: _____

Date of Birth: _____

Telephone Number: _____

5. Applicant #2 is:

- ☐ An Oneida Nation member (Enrollment No. _____).
☐ A member of another Tribal Nation (_____).
☐ Non-Indian.

6. Does Applicant #2 reside on the Oneida Reservation (check one)? ☐ Yes ☐ No

7. We plan on obtaining a marriage license from:

- ☐ The Oneida Nation.
☐ The County or another jurisdiction.
☐ A license was already been obtained on (date) _____

8. We request that a marriage be scheduled at the following location:

- ☐ The Oneida Courthouse during business hours (8:00 a.m. – 4:30 p.m.).
☐ Outside the Oneida Courthouse and/or at other times including weekends.

9. We request that the marriage be scheduled on one of the following dates and times:

10. We request that the marriage be performed by one of the following judges:

11. We understand that the proposed dates and times and the judicial preference are subject to the availability of the Court and the Judge.

12. We understand that we need to bring the marriage license and other documents and at least two (2) competent witnesses to the wedding ceremony.

I have read and understand the terms listed on the Marriage Intake Form:

Signature of Applicant #1

Signature of Applicant #2

Name Printed or Typed

Name Printed or Typed

Date

Date

OFFICE USE:

Assigned Judge: _____

Ceremony Location: _____

Ceremony Date: _____

Ceremony Time: _____