



CERTIFICATE OF FILING

MINNESOTA STATUTE 517.04 PERSONS AUTHORIZED TO PERFORM CIVIL MARRIAGES

Civil marriages may be solemnized throughout the state by an individual who has attained the age of 21 years and is a judge of a court of record, a retired judge of a court of record, a court administrator, a retired court administrator with the approval of the chief judge of the judicial district, a former court commissioner who is employed by the court system or is acting pursuant to an order of the chief judge of the commissioner's judicial district, the residential school superintendent of the Minnesota State Academy for the Deaf and the Minnesota State Academy for the Blind, a licensed or ordained minister of any religious denomination, an individual who registers as a civil marriage officiant with a local registrar in a county of this state, or by any mode recognized in section [517.18](#). For purposes of this section, a court of record includes the Office of Administrative Hearings under section [14.48](#).

MINNESOTA STATUTE 517.05 CREDENTIALS OF MINISTER.

Ministers of any religious denomination, before they are authorized to solemnize a civil marriage, shall file a copy of their credentials of license or ordination or, if their religious denomination does not issue credentials, authority from the minister's spiritual assembly, with the local registrar of a county in this state, who shall record the same and give a certificate of filing thereof. The place where the credentials are recorded shall be endorsed upon and recorded with each certificate of civil marriage granted by a minister.

Choose One:

I am qualified under M.S. 517.04 to perform marriages.

I am qualified under M.S. 517.05 to perform marriages and attached credentials or a letter of good standing.

Choose One:

My authority to perform marriages has no expiration date.

My authority to perform marriages expires on _____

Print name: _____

Address: _____

Phone number: _____

Age _____ Date of Birth _____

I, the undersigned, hereby declare under oath that I have read the above Minnesota State Statutes and I declare under penalty of perjury that everything I have stated in this document is be true and correct. Minn. Statute [358.116](#).

Dated: _____

X _____
(Signature of Officiant)

STATE OF _____)
State where notarized

COUNTY OF _____)
County where notarized

Subscribed and sworn before me on this _____ day of _____, 20____.

(Notary must view/copy photo ID to verify the person signing is the person named in this document.)

Notary Seal

(Notary Public Signature)

Filing Instructions

In Person:

- Present a valid government issued photo ID
- Sign Certificate of Filing when present at the Recorder's Office
- Present credentials of license or ordination or letter of good standing if applicable (M.S. 517.05)

Lac qui Parle County Land Records Office
600 Sixth Street, Suite 2
Madison, MN 56256

By Mail:

- Complete Certificate of Filing – Signature will need to be notarized
- Present credentials of license or ordination or letter of good standing if applicable (M.S. 517.05)
- Filing Fee – Check is made payable to Lac qui Parle Land Records Office
- Copy of front side of your valid driver's license

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Certificate of Filing and ordination certificate or letter of good standing, if submitted, will be returned by mail to the address on the certificate of filing.