

**100-RICR-30-00-3**

## **TITLE 100 – DEPARTMENT OF STATE**

### **CHAPTER 30 – BUSINESS SERVICES**

#### **SUBCHAPTER 00 – N/A**

##### **PART 3 – One-Day Marriage Officiant Certification**

### **3.1 Authority and Purpose**

These Regulations are promulgated pursuant to the authority set forth in R.I. Gen. Laws § [15-3-5](#) for the purpose of establishing the procedure by which a person may request the authority to solemnize a marriage of two (2) adult persons within the State of Rhode Island on a specific date and in a specific place.

### **3.2 Definitions**

- A. For the purposes of this Part, the following words shall have the following meanings:
1. "Applicant" means a person who requests the ability to solemnize a marriage of two (2) adult persons within the State of Rhode Island on a specific date and in a specific place.
  2. "Certificate authorizing the solemnization of marriage" means the certificate issued by the Department indicating approval by the Governor of an Applicant's request to be empowered to solemnize a marriage of two (2) adult persons within the State of Rhode Island on a specific date and in a specific place.
  3. "Department" means the Rhode Island Department of State.
  4. "Parties to be married" means two (2) persons, eighteen (18) years of age or older, who intend to be joined in marriage within the State of Rhode Island and have successfully applied for a marriage license with the appropriate City or Town Clerk.
  5. "One-day marriage officiant certification" means the program administered by the Department to issue Certificates Authorizing the Solemnization of Marriage.
  6. "Person" means a human being regarded as an individual.
  7. "Place" means a city or town within the State of Rhode Island.

### **3.3 Application Requirements**

#### **3.3.1 Application for One-Day Marriage Officiant Certification**

- A. An Applicant may only apply for a Certificate Authorizing the Solemnization of Marriage on the form and in the manner prescribed by the Department.
- B. By submitting an application for a Certificate Authorizing the Solemnization of Marriage, an Applicant certifies that:
  - 1. The Applicant is eighteen (18) years of age or older; and
  - 2. The Applicant is not empowered to perform marriages within the State of Rhode Island by any authority other than the Certificate Authorizing the Solemnization of Marriage.
- C. An Applicant must complete all required fields as prescribed on the form issued by the Department.
- D. The full name, address, and date of birth of the Parties to be Married must be entered on the application for a Certificate Authorizing the Solemnization of Marriage exactly as that information appears on the marriage intent application issued by the City or Town Clerk.
- E. An Applicant may not apply for a Certificate Authorizing the Solemnization of Marriage earlier than three (3) months prior to the date the marriage will occur nor later than five (5) business days before the date the marriage will occur.
- F. The Certificate Authorizing the Solemnization of Marriage will expire the calendar day following the date the marriage occurred.

#### **3.3.2 Fees**

- A. The application for a Certificate Authorizing the Solemnization of Marriage is considered received by the Department when the appropriate payment accompanying the completed application is received.
- B. The fee for an application for a Certificate Authorizing the Solemnization of Marriage is non-refundable.
- C. An application submitted online must be accompanied by a fee of twenty dollars (\$20.00) together with the required enhanced access fee.
- D. An application submitted in person or by mail must be accompanied by a fee of twenty-five dollars (\$25.00).

#### **3.3.3 Correcting the Certificate Authorizing the Solemnization of Marriage**

- A. Up to five (5) business days prior to the expiration of an issued Certificate Authorizing the Solemnization of Marriage, an Applicant may request a corrected Certificate Authorizing the Solemnization of Marriage.
- B. There is no fee to request a corrected Certificate Authorizing the Solemnization of Marriage.
- C. The Applicant may request a correction of the following items:
  - 1. Date when the marriage ceremony will be performed;
  - 2. Place where the marriage ceremony will be performed;
  - 3. Addresses of the Applicant or Parties to be Married; and
  - 4. Dates of birth of the Applicant or Parties to be Married.
- D. Except in the case of typographical errors, an Applicant may not request a correction of the name of the Applicant or Parties to be Married.
- E. An Applicant must request the correction using the form and method prescribed by the Department.

### **3.4 Revocation of Certificate Authorizing the Solemnization of Marriage**

The Governor may revoke a Certificate Authorizing the Solemnization of Marriage at any time for cause.

### **3.5 Severability**

If any provision of this Part or the application thereof to any person or circumstance is held invalid, the validity of the remainder of this Part and the application of such provisions to other persons and circumstances shall not be affected thereby.

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**PART 3 - ONE-DAY MARRIAGE OFFICIANT CERTIFICATION**

Type of Filing: Adoption

**Agency Signature**

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Agency Head Signature

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Agency Signing Date

**Department of State**

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Regulation Effective Date

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Department of State Initials

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Department of State Date