



# Wedding Request Form

**Judge Jeff M. Gregory**

12835 Newcastle Way - Suite 301, Newcastle, WA 98056

206-275-7604 • [court@mercerisland.gov](mailto:court@mercerisland.gov)

Party A \_\_\_\_\_ Party B \_\_\_\_\_

☐ Witness #1 \_\_\_\_\_ Witness #2 \_\_\_\_\_

☐ We will need witnesses provided by the court for an additional cost (\*see below)

Requested Dates and Times (provide 2 options):

Contact Information (phone and email):

1<sup>st</sup> Choice – date: \_\_\_\_\_ time: \_\_\_\_\_ location: \_\_\_\_\_

2<sup>nd</sup> Choice – date: \_\_\_\_\_ time: \_\_\_\_\_ location: \_\_\_\_\_

**Please return completed form to: [court@mercerisland.gov](mailto:court@mercerisland.gov)**

## Ceremony Fees

Day	Time	Location	Cost
Monday - Thursday	12:30, 4:00, PM	Newcastle City Hall – check in at the Court Office Suite 301 or Kirkland Municipal Court – Check in at Clerk’s office	\$200 - check or cash accepted
*Witnesses may be provided by the Judge for an additional fee of \$25 per witness.			

## Important Requirements

- » Ceremony fee(s) (check or exact cash appreciated)
- » Marriage Certificate
- » Marriage License
- » 3-day waiting period required after application of marriage license
- » 2-witnesses required at ceremony
- » Be Prepared: Ceremony fee, marriage certificate, and marriage license

***Congratulations from the City of Mercer Island and the City of Kirkland!***