

Tehama County Clerk-Recorder  
Deputy Marriage Commissioner for a Day Program

Do you have a friend or family member who you would like to have perform your marriage ceremony? If so, we may be able to assist you.

Pursuant to section 401(a) & (b) of the California Family Code, the County Clerk is designated as the Commissioner of Civil Marriages for Tehama County, and may at her discretion appoint Deputy Marriage Commissioners to perform civil marriage ceremonies.

**Prior to the marriage ceremony**, the parties must purchase a marriage license in California and the following conditions must be met by the person requesting an appointment as a Deputy Marriage Commissioner for a Day:

- Must be at least 18 years of age
- Complete the Deputy Marriage Commissioner for a Day appointment application.
- Call the Tehama County Clerk and Records office at 530-527-3350 to schedule an appointment. Appointments take approximately 30 minutes and can be scheduled between 9am and 4pm (office is closed for lunch from 12pm to 1pm).
- Person being appointed to perform the ceremony must personally appear for the scheduled appointment with a **valid government issued** photo identification.
- A fee of \$53.00 is required to be paid at the time of your appointment.
- The County Clerk will instruct the person being appointed on California's requirements for performing a marriage ceremony and swear the party in as a Deputy Marriage Commissioner for a Day.

Please contact our office with any questions at 530-527-3350. Our office is located at 633 Washington Street Room 11 Red Bluff, CA 96080.

Revised 07/09

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Tehama County Clerk & Recorder  
633 Washington Street, Room 11  
PO Box 250  
Red Bluff, CA 96080  
PHONE: (530) 527-3350  
FAX: (530) 527-1745

## Request for Appointment in Tehama County as a Deputy Marriage Commissioner for a Day

Date: \_\_\_\_\_ PLEASE PRINT

**Information regarding person requesting appointment as a Deputy Marriage Commissioner for a Day:**

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Daytime Telephone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

**Information regarding the ceremony (Note: Parties MUST have purchased a California Marriage License):**

Full Name of first person to the marriage: \_\_\_\_\_

Full Name of second person to the marriage: \_\_\_\_\_

Date of Ceremony: \_\_\_\_\_

Location of Ceremony: \_\_\_\_\_

License Number \_\_\_\_\_ (Include City/Town & County)  
County where Issued: \_\_\_\_\_

Date Class requested: \_\_\_\_\_ or \_\_\_\_\_

**Additional Requirements in order to be appointed as a Deputy Marriage Commissioner for a Day in Tehama County:**

- **In all cases, parties to the marriage MUST purchase their marriage license in a California prior to the issuance of an appointment as Deputy Marriage Commissioner.**
- Person being appointed to perform the ceremony must sign up to attend an appointment with the County Clerk, at which time you will be sworn in as a **Deputy Marriage Commissioner for a Day** & attend a 30-minute training class at the County Clerk's Office which will include instructions on California's requirements for performing a marriage ceremony. A fee of **\$53.00** with your valid photo identification will be required at the time of your appointment.

**Office use only:**

Application completed: \_\_\_\_\_ Training class scheduled: \_\_\_\_\_ License Purchased in Tehama County: \_\_\_\_\_

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