

# CLERK OF THE SUPERIOR COURT PINAL COUNTY

971 N Jason Lopez Cir Bldg A  
Florence, Az. 85132

Phone: 520-509-3555  
Toll Free: 888-431-1311

## Instructions for Obtaining a Marriage License by Mail

- Use the following instructions to complete the application and affidavit:
  - Complete the online marriage license application form; the names on the application **must match exactly** the IDs used to obtain the license; then print the application
  - Complete the marriage license affidavit by filling in the following information:
    - Name of first and second applicant in spaces provided; names **must match exactly** as on the application and the ID used
    - Then hit “Select” and choose whether first applicant is groom, bride, or spouse; this will show on your marriage license
    - Then provide name of first applicant in the next two spaces, matching exactly application and ID used
    - Then provide age
    - Then provide address
    - Then provide the same information for the second applicant
    - Then print the affidavit, and sign it (**original signatures are required**)
  - Make photocopies of the front of your valid government photo ID (driver’s license, state ID, passport, etc.)
  - Return the application, affidavit and copies of your ID’s via email or mail as noted below; and please include in your e-mail, or on a coversheet a good time of the day to reach you by phone during normal business hours (8AM to 5PM, Mon thru Fri)
    - Email: [pinalfilings@courts.az.gov](mailto:pinalfilings@courts.az.gov), or
    - Mail: Pinal County Clerk of the Superior Court  
P.O. Box 2730  
Florence, Az. 85132
- Once your application is received, we will contact you within 2 business days at the phone number you listed on the application.
- At that time, we will ask for your Social Security numbers, DOB, and payment. We accept Visa, MasterCard and American Express.
- Fees are \$83.00 for the marriage license, and an additional \$30.50 if you want to prepay for a certified copy of the license to be mailed back to you after the license is recorded.
- After receiving payment, the license will be mailed within two business days via USPS-certified mail and you will need to sign for it. A copy of your receipt will be included.

Please contact us at the above listed phone numbers if you have any questions.



**CLERK OF THE ARIZONA SUPERIOR COURT  
IN AND FOR THE COUNTY OF PINAL**

**IN THE MATTER OF THE APPLICATION OF:**

Name 1

**And**

Name 2

**FOR A LICENSE TO MARRY**

**AFFIDAVIT FOR  
MARRIAGE LICENSE**

**Select: Bride    Groom    Spouse**  
**STATE OF ARIZONA County of Pinal**

I, \_\_\_\_\_ do swear and affirm that  
is my true name. That my age is \_\_\_\_\_ years; that I have provided my social security number to the Clerk of  
Superior Court and that it will be maintained confidentially according to provisions of A.R.S. 25-121C ;  
that I reside at \_\_\_\_\_

that we meet the requirements to marry as outlined in A.R.S. 25-101; that I understand that information  
on sexually transmitted diseases is available from the County Health Department on request and that  
these diseases may be transmitted to my unborn children.

Signature: \_\_\_\_\_

Affirmed by me this \_\_\_\_\_ day of \_\_\_\_\_ (Month, Year)

\_\_\_\_\_  
**Amanda Stanford**  
Clerk of the Superior Court

**Select: Bride    Groom    Spouse**  
**STATE OF ARIZONA**  
**County of Pinal**

I, \_\_\_\_\_, do swear or affirm that:  
is my true name; that my age is \_\_\_\_\_ years; that I have provided my social security number to the Clerk of  
Superior Court and that it will be maintained confidentially according to provisions of A.R.S. 25-121C;  
that I reside at \_\_\_\_\_

that we meet the requirements to marry as outlined in A.R.S. 25-101; that I understand that information on  
sexually transmitted diseases is available from the County Health Department on request and that these  
diseases may be transmitted to my unborn children.

Signature: \_\_\_\_\_

Affirmed by me this \_\_\_\_\_ day of \_\_\_\_\_ (Month, Year)

\_\_\_\_\_  
**Amanda Stanford**  
Clerk of the Superior Court

License # \_\_\_\_\_