

Steve Schleiker
Clerk & Recorder
(719) 520-6202
steveschleiker@elpasoco.com



Citizens Service Center – Suite 2201
1675 West Garden of the Gods Road
Mailing Address: P.O. Box 2007
Colorado Springs, CO 80901-2007
<https://clerkandrecorder.elpasoco.com>

Recording Department: (719) 520-6200

REQUEST FOR MARRIAGE/CIVIL UNION LICENSE/CERTIFICATE COPY

COPY FEES

Marriage/Civil Union License/Certificate Copy - \$0.25 Each
Certified Copy of Marriage/Civil Union License/Certificate-\$1.25 Each

MARRIAGE/CIVIL UNION LICENSE/CERTIFICATE REQUEST INFORMATION (Please Print)

Name of Groom/Party 1 _____ Name of Person Making Request _____
Name of Bride/Party 2 _____
Date of Marriage/Civil Union _____

of Copies Requested _____ x \$0.25 per copy = \$ _____

of Certified Copies Requested _____ x \$1.25 per copy = \$ _____

Total Copies _____ Handling Fee (up to 10 copies) + \$1.25

PRINT name and address copies are to be returned to:

Total Amount Due \$

Name

Address

City/State/Zip

Daytime Phone Number

Please make check or money order payable to:

El Paso County Clerk & Recorder
Mail Request and Payment to:

El Paso County Clerk & Recorder
Attn: Copies
P.O. Box 2007
Colorado Springs, CO 80901-2007

For credit or debit card payment, email request to:
copyrequests@elpasoco.com or fax to (719)520-6971
and we will contact you for credit card information.
Requests received by 12:00 noon will be processed no later than 9:00a.m.the following business day.