



**State of Florida  
Department of Health  
Office of Vital Statistics**

**APPLICATION FOR DISSOLUTION OF MARRIAGE REPORT  
(DIVORCE OR ANNULMENT) GRANTED IN FLORIDA**

NAME OF HUSBAND	FIRST			MIDDLE	LAST		SUFFIX
NAME OF WIFE	FIRST			MIDDLE	LAST		MAIDEN SURNAME
DATE OF DISSOLUTION	MONTH	DAY	YEAR (4-DIGIT)	INDICATE ADDITIONAL YEARS TO BE SEARCHED		STATE FILE NUMBER (If known)	
PLACE WHERE DISSOLUTION GRANTED	CITY OR TOWN				COUNTY		

**CORRECTED or AMENDED** Has the Clerk of Court corrected/amended an item on this Dissolution of Marriage Report (Divorce or Annulment) and forwarded the newly corrected Record to the Office of Vital Statistics?  Yes  No

**A DISSOLUTION OF MARRIAGE RECORD SEARCH REQUIRES ADVANCE PAYMENT OF A NON-REFUNDABLE SEARCH FEE OF \$5.00.**

The \$5.00 fee entitles the applicant to one Certification of *Dissolution of Marriage Report (Divorce or Annulment)* from **June 1927 to present** or if a record is not found, a certified "No Record Found" statement will be issued.

- The Certification of *Dissolution of Marriage Report* is recognized and accepted by ALL State and Federal Agencies.
- Normal processing time is 5-7 business days, provided the record and application are complete and in order.

**Additional Certifications:**

\$4.00 for each subsequent Computer Certification

**Additional Years to be Searched:**

\$2.00 for each additional year. The maximum additional year search fee is \$ 50.00 regardless of the total number of years to be searched. (Indicate the range of years to be searched in the 2<sup>nd</sup> Box.)

<input type="checkbox"/>	X	<input type="checkbox"/>	=	<input type="checkbox"/>
<input type="checkbox"/>	X	<input type="checkbox"/>	=	<input type="checkbox"/>
<input type="checkbox"/>	X	<input type="checkbox"/>	=	<input type="checkbox"/>

**RUSH ORDERS** (Optional): RUSH Fees are an additional \$10.00.

If you desire RUSH service, mark the outside of your envelope "RUSH" (Processing time is 3-4 business days) Check here for rush order

=	<input type="checkbox"/>
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**TOTAL AMOUNT ENCLOSED:** Check or Money Order Payable to: Vital Statistics. (DO NOT SEND CASH)

International payments should be made by Cashiers Check or Money Order in U. S. Dollars.

Florida Law imposes an additional service charge of \$15.00 for dishonored checks.

<input type="checkbox"/>
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**APPLICANT NAME/DELIVERY INFORMATION**

*Any person who willfully and knowingly provides any false information on a certificate, record or report required by Chapter 382, Florida Statutes, or on any application or affidavit, or who obtains confidential information from any Vital Record under false or fraudulent purposes, commits a felony of the third degree, punishable as provided in Chapter 775, Florida Statutes.*

Applicant's Name	FIRST			MIDDLE	LAST (INCLUDING ANY SUFFIX)	
TYPE OR PRINT						
DELIVERY ADDRESS (INCLUDE APT. NO., IF APPLICABLE)				CITY	STATE	ZIP CODE
HOME PHONE NUMBER		RELATIONSHIP TO REGISTRANT			SIGNATURE OF APPLICANT	
WORK PHONE NUMBER						
IF ATTORNEY, PROVIDE BAR/PROFESSIONAL LICENSE NO.				IF ATTORNEY, PROVIDE NAME OF PERSON YOU REPRESENT AND THEIR RELATIONSHIP TO REGISTRANT		

**IF THE CERTIFICATION IS TO BE MAILED TO ANOTHER PERSON OR ADDRESS USE THE SPACES BELOW TO SPECIFY SHIP TO NAME AND ADDRESS.**

SHIP TO NAME	FIRST			MIDDLE	LAST (INCLUDING ANY SUFFIX)	
TYPE OR PRINT						
HOME PHONE NUMBER	SHIP TO STREET ADDRESS (AND APT. NO. IF APPLICABLE)					
WORK PHONE NUMBER	CITY			STATE		ZIP CODE

# INFORMATION AND INSTRUCTIONS FOR A DISSOLUTION OF MARRIAGE REPORT GRANTED IN FLORIDA

**CERTIFICATION:** A certification of a *Dissolution of Marriage Report (Divorce or Annulment)* from **June 1927 to present** that has been recorded by the Clerk of Court. This certification is accepted by all State and Federal Agencies and used as evidence that a divorce was finalized and recorded. Normal Response time is 5-7 business days, provided the record and application are complete and in order.

**AVAILABILITY:** After a divorce has been recorded, the Clerk of the Court sends a Report of Dissolution of Marriage to this office. If the divorce was recently granted, it generally takes up to 60 days to be received by this office from the Clerk of the Court. The divorce decree and other court papers remain on file at the Clerk's office. If the current dissolution of marriage is less than 60 days from the date of this application and you need evidence of the divorce for legal purposes, you may wish to contact the county where the Dissolution of Marriage was granted.

We have reports dating from June 6, 1927 to the present. Any divorces prior to June 6, 1927 are obtainable from the Clerk of the Court in the County where the divorce was granted.

**ELIGIBILITY:** No restriction applies because Dissolution of Marriage Reports (Divorce or Annulment) are public records.

**PROCESSING TIME:** If the Dissolution of Marriage is on file, the normal processing time will be 5-7 days. However, the response time may vary due to the availability of current events as described above. The processing time may occasionally reach four to six weeks, depending whether or not the Dissolution of Marriage was granted and has been received by this office from the Clerk of Court.

**NONREFUNDABLE:** Vital record fees are nonrefundable, with one exception. Fees paid for additional copies when no record is found will be refunded upon written request.

**APPLICANT'S SIGNATURE:** Is required, as well as his/her printed name, residence address and telephone number.

## **OPTIONS FOR RUSH SERVICE:**

- **CREDIT CARDS:** The state office currently does not accept credit cards but there is a private firm that accepts such charges and transfers the order to Vital Statistics for a fee of \$7.00 plus a \$10.00 Rush Fee charged by the State Office. You may telephone 1-877-550-7330 or you may fax your request to the private firm at 1-877-550-7428. In any event, you may dial (904) 359-6900 and follow the prompts on the telephone system to be transferred free of charge to the contracted vendor. If you have any questions, please call the Office of Vital Statistics at (904) 359-6900, Ext. 9000 and our Client Services personnel will be able to assist you.
- **MAIL IN:** An order with an envelope marked RUSH and with a \$10.00 rush fee enclosed, (provided the record and application are complete and in order) will be processed before the normal processing time. This does not include marriage records requiring an amendment action. If an amendment action is necessary, additional processing time will be required.
- **WALK-IN SERVICE:** Is available at 1217 Pearl Street, Jacksonville, Florida, between 8:00 am – 4:30 pm. Orders prepaid by Noon may be picked up after 3:30 p.m. Orders prepaid after Noon may be picked up after 10:00 a.m. the next workday. Each request must be accompanied by picture identification. Certifications for photocopies rush service requires a rush fee of \$10.00.

## **MAIL THIS APPLICATION WITH PAYMENT TO**

**STATE OFFICE OF VITAL STATISTICS,  
ATTN: CLIENT SERVICES  
P.O. BOX 210,  
Jacksonville, FL 32231-0042**

## **PLEASE VISIT OUR WEBSITE**

[http://www.doh.state.fl.us/planning\\_eval/vital\\_statistics/index.html](http://www.doh.state.fl.us/planning_eval/vital_statistics/index.html)