

## MARRIAGE CEREMONY REQUEST

Thank you for the opportunity to officiate your wedding. Please read the following and then complete and return page 2 of this document.

Please bring your valid marriage license and identification on the date of wedding. If you have not obtained a marriage license, you can obtain your marriage license at any County Clerk's Office in the State of Texas. There is a Hays County Clerk office in the Precinct 2 Offices at 5458 FM 2770 Kyle, TX 78640. You **MUST** obtain the marriage license at least 72 hours before the wedding and it **CANNOT BE MORE THAN 90 DAYS OLD** at time of wedding.

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A Wedding Fee is requested for performing the ceremony. Your wedding fee is returned to the community as it will be used for donations to local non-profits, to school programs, for staff appreciation and/or youth activities.

### WEDDING FEES

The Wedding Fee is to be paid in Cash or via Venmo. The marriage license and the wedding fee are handled upon my arrival to avoid confusion after the ceremony. Proof of military/veteran status is required for discount.

#### Wedding Fees based on Location:

-- Justice of the Peace Office: During office hours (M-F 8:00 a.m. – 5:00 p.m.)

General Public = \$ 75.00    Military Veteran = \$ 40.00    Active Military = Free

-- Justice of the Peace Office: nights (after 5:00 p.m.), weekends, Holidays

General Public = \$ 100.00    Military Veteran = \$ 60.00    Active Military = \$30.00

-- Kyle/Buda/Niederwald/Uhland/ Areas

General Public = \$ 150.00    Military Veteran = \$ 100.00    Active Military = \$50.00

-- San Marcos/Driftwood Areas

General Public = \$ 175.00    Military Veteran = \$ 135.00    Active Military = \$75.00

-- Dripping Springs/Wimberley Areas \$ 200.00

General Public = \$ 200.00    Military Veteran = \$ 160.00    Active Military = \$80.00

**PLEASE be on time. It's important that we start your ceremony on time, as sometimes I have several scheduled in a row. I will arrive approximately 20 minutes prior to the ceremony to get final directives from you, receive paperwork, and look over premises. Weddings that are delayed may be charged \$ 25.00 for every 30 minutes of delay. I may have to postpone the officiating if there is an extensive delay and I have another wedding to officiate. Please consider the "next" couple and their time. You wouldn't want me to be late for your ceremony. Thank you for your courtesy!**

*I am honored to be a part of your wedding ceremony and I look forward to helping make this a special occasion for you. I have included my contact information in case you need to contact me before the wedding.*

Judge J.R. Mendoza    office 512-268-2676,    cell 512-627-8006    Email: jr.mendoza@co.hays.tx.us

**MARRIAGE CEREMONY REQUEST**

**Please return this page ASAP, for confirmation of Date and Time!**

**CONFIRMATION IS WHEN OUR STAFF COMPLETES THE BOTTOM PART OF THIS PAGE.**

Full Names:	First	Middle	Last Name
#1	<input type="text"/>	<input type="text"/>	<input type="text"/>
#2	<input type="text"/>	<input type="text"/>	<input type="text"/>

Preferred names to be used during ceremony:

#1 <input type="text"/>	#2 <input type="text"/>
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Mailing address: \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Phone Number: \_\_\_\_\_

\*Requested\* Ceremony Date: \_\_\_\_\_ Time of Ceremony: \_\_\_\_\_ A.M. P.M.

Wedding location: Justice of the Peace Office  
 Other: \_\_\_\_\_

Will Rings be exchanged? Yes No Ceremony to be done in: English Spanish

I request the following Ceremony:  
 Ceremony #1  
 Ceremony #2  
 Same Gender

Judge J.R. Mendoza office 512-268-2676, cell 512-627-8006 Email: jr.mendoza@co.hays.tx.us

By signing, I understand and agree with the requirements and fees noted above.

_____	_____	_____
#1 Print name	Signature	Date
_____	_____	_____
#2 Print name	Signature	Date

**-Office Use Only-**

Confirmed Wedding Date:  Confirmed Time:

Confirmed Location:

Fee at time of Wedding\*:  \*unless there are delays - \*Reminder - Fee to be paid via Cash or Venmo