

APPLICATION OF PERSON REQUESTING TO PERFORM A MARRIAGE

Any information given on this form will be kept confidential.

PURPOSES AND USES

The information you supply may be used as a basis for determining your eligibility to perform a marriage on TDCJ property or contracted facilities. In the process of determining your eligibility, the TDCJ may disclose information to federal, state, or local law enforcement agencies, but otherwise would not make public disclosure of private information. This application must be received at least one week prior to the scheduled marriage. Authorization, if approved, will be in effect for a period of one calendar year.

EFFECTS OF NON-DISCLOSURE

You are not required to supply the information requested on the attached form; however, if it is not furnished, the application process shall be terminated. If you only furnish part of the information required, the processing of your request will be attempted, but may be significantly delayed. If the information withheld is found to be essential to processing your request properly, you will be informed, and your request will receive no further consideration until you supply the missing information. Although no penalties are authorized, failure to supply the requested information could result in you not being considered for admission.

THIS FORM HAS TWO PARTS

1. **Questionnaire.** The questionnaire must be completed by a person who seeks to enter an institution of the Texas Department of Criminal Justice in order to perform a marriage.
2. **Certification.** The person seeking to perform a marriage must sign the certification that follows the questionnaire.

CONTACT INFORMATION

Access to Courts, Counsel, and Public Officials Department
PO Box 99
Huntsville, Texas 77342-0099
Phone (936) 437-4815
Fax (936) 437-4823
atc@tdcj.texas.gov

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(Note: Answer all questions. If a question does not apply to you write “not applicable” in the space provided for the answer.) For “yes” or “no” answers, circle one.

1. a. Name: _____

LastFirstMiddle

b. Have you ever used any alias or other name? YES NO
c. If yes, please list: _____

2. a. Date of Birth: _____
b. Social Security Number: _____
c. State & Driver License Number: _____

3. a. Home Address: _____
b. How long at present address: _____
c. Home Telephone: _____

4. I am authorized to perform a marriage, because I am:
 a licensed or ordained Christian minister or priest;
 a Jewish rabbi;
 a person who is an officer of a religious organization and who is authorized by the organization to perform a marriage; or
 a justice of a supreme court, judge of the court of criminal appeals, justice of the courts of appeals, judge of the district, county, and probate courts, judge of the county courts at law, judge of the courts of domestic relations, judge of the juvenile courts, retired justice or judge of those courts, justice of the peace, retired justice of the peace, or judge or magistrate of a federal court of this state.

5. a. Organization’s Name: _____
b. Organization’s Address: _____
c. Organization’s Telephone Number: _____

6. Have you ever been convicted of **any** criminal offense?
(Exclude any convictions for minor traffic violations). YES NO
If yes, please list: _____

7. Have you ever been confined in any jail, prison, or other penal institution? YES NO
If yes, please list: _____

8. Have you ever been denied permission to visit or correspond with any offender within the TDCJ? YES NO
If yes, please list: _____

9. a. Are you a citizen of the United States? YES NO
b. If no, of what country are you a citizen? _____
10. Are you related to or a personal friend of any offender currently incarcerated in any TDCJ Unit? YES NO
If yes, please list: _____

CERTIFICATION

In accordance with the Texas Family Code § 2.202, and by my signature below, I certify I am authorized to perform a marriage.

Signature of Person Authorized to Perform Marriage

Date

Mail, Fax or Email To:
Access to Courts, Counsel, and Public Officials Department
PO Box 99
Huntsville, Texas 77342-0099
Phone (936) 437-4815
Fax (936) 437-4823
atc@tdcj.texas.gov