

CLERK of the DISTRICT COURT
Beaverhead County Courthouse
2 S. Pacific St, #5
Dillon, MT 59725-2713

Carly Jay Anderson
Clerk
canderson4@mt.gov

Telephone
(406) 683-3725

Cynthia McCulloh
Deputy
cmcculloh@mt.gov

FAX
(406) 683-3728

Proxy Marriage Information Sheet

Procedure:

1. Fill out application (provided to you by clerk of court's office).
2. Non appearing party must sign application in front of notary.
3. Non appearing party must designate in writing a specific person to act as the proxy.
4. The other party appears at the clerk of district court with proxy to complete application.
5. You must arrange for a local official to perform ceremony.
 - City Judge-Kaylan Minor/406.683.6690
 - Justice of the Peace- Candy Hoerning/406.683.3755
 - Any official of your choosing
6. If both non-residents, you must be married in the county where license is issued.
7. Fax the completed application to us so that we can make sure everything is in order before it's sent to the non-appearing party for the signature.
8. Proof of age is required (birth certificate, driver's license, passport, etc.).
9. Proof previous marriage has ended (death certificate or divorce decree).
10. Blood test: This can be waived after you have read the information about Rubella immunity or the bride can have the test done by physician. Form is provided by the clerk's office.
11. Cost: Marriage license is \$53. Certified copy of license & certificate is \$7.00. Please be prepared to pay in cash (correct change only).

Flathead County, Montana (Kalispell) allows double proxy marriages. If you're interested, please call the Flathead County Clerk of District Court at 406.758.5870.