

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

## 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. 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.*

*This office only does proxy marriages for folks serving in the US Military.*