



Wedding Request Form

Judge Jeff M. Gregory

12835 Newcastle Way - Suite 301, Newcastle, WA 98056

206-275-7604 • court@mercerisland.gov

Party A _____ Party B _____

☐ Witness #1 _____ Witness #2 _____

☐ We will need witnesses provided by the court for an additional cost (*see below)

Requested Dates and Times (provide 2 options):

Contact Information (phone and email):

1st Choice – date: _____ time: _____ location: _____

2nd Choice – date: _____ time: _____ location: _____

Please return completed form to: court@mercerisland.gov

Ceremony Fees

Day	Time	Location	Cost
Monday - Thursday	12:30, 4:00, PM	Newcastle City Hall – check in at the Court Office Suite 301 or Kirkland Municipal Court – Check in at Clerk’s office	\$200 - check or cash accepted
*Witnesses may be provided by the Judge for an additional fee of \$25 per witness.			

Important Requirements

- » Ceremony fee(s) (check or exact cash appreciated)
- » Marriage Certificate
- » Marriage License
- » 3-day waiting period required after application of marriage license
- » 2-witnesses required at ceremony
- » Be Prepared: Ceremony fee, marriage certificate, and marriage license

Congratulations from the City of Mercer Island and the City of Kirkland!