

Request for Certified Marriage Certificate

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Office of Vital Records or Relevant Agency]
[Agency Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request a certified copy of my marriage certificate. This document is required for immigration purposes.

Details of my marriage are as follows:

- Full Name of Spouse: [Spouse's Full Name]
- Date of Marriage: [Marriage Date]
- Location of Marriage: [City, State]

Enclosed are copies of my identification and any required fees for processing this request. Please let me know if you need any additional information.

Thank you for your assistance in this matter.

Sincerely,
[Your Name]