

HORRY COUNTY PROBATE COURT
HORRY COUNTY GOVERNMENT AND JUSTICE CENTER
1301 SECOND AVENUE, CONWAY, SOUTH CAROLINA 29526
P. O. BOX 288 CONWAY, SOUTH CAROLINA 29528
PHONE (843) 915-5370 FAX (843) 915-6371
www.horrycounty.org/probatecourt

Deirdre W. Edmonds, Judge of Probate
Kathy J. Ward, Associate Judge
Dundee W. Carter, Associate Judge

SATELLITE OFFICE
9630 SCIPIO LANE, SUITE F
MYRTLE BEACH, SC 29588
PHONE: (843) 915-5371
FAX: (843) 205-6373



SATELLITE OFFICE
107 HWY 57 NORTH, BOX 8
LITTLE RIVER, SC 29566
PHONE: (843) 915-5372
FAX: (843) 399-4374

Dear Applicant:

Enclosed is an Application for Marriage License. A marriage license must be issued by a South Carolina Probate Court prior to a marriage ceremony being performed in South Carolina. When an Application for Marriage License is submitted to the Horry County Probate Court by mail, both applicants (bride and groom) must personally appear in the Horry County Probate Court to pick up their marriage license.

Please complete and provide all requested information on the Application. After the Application has been properly completed, both applicants (bride and groom) must sign the Application in the presence of a Notary Public. If the Application is signed in a state other than South Carolina, the Notary Public must affix his or her seal.

The fee for the marriage license is as follows:

Horry County Resident: \$50.00
SC State Resident: \$75.00
Out-of-State Residents and Others: \$100.00

Couples with mixed residences will be charged the lesser fee. Please be advised that no personal checks will be accepted; only money orders or certified checks payable to the "Horry County Probate Court" will be accepted for an Application for Marriage License.

South Carolina law requires a twenty-four (24) hour waiting period after submission of a marriage license application before the issuance of a marriage license. Upon the Court's receipt of an Application by mail, the Court will review the Application and all accompanying documentation for compliance with the necessary requirements for issuance of a license. All Applications received by mail that have been properly submitted with all necessary documentation and the appropriate fee will be entered into the Court's computerized marriage license system on the business day following the

Court's receipt of the Application and all necessary documentation. The twenty-four (24) hour waiting period will not commence until the Application is entered into the Court's computerized system. In order to avoid confusion or problems, we strongly recommend that you call the Court to confirm our receipt of your application and the commencement of the 24-hour waiting period.

In addition to the above requirements, the following requirements should be **carefully** noted and adhered to when applicable:

AGE REQUIREMENTS: Both applicants must be at least sixteen (16) years of age for the issuance of a marriage license. The only exception to the age and consent requirements is if the female applicant is pregnant, in which event special instructions should be obtained from the Probate Court prior to submitting an Application by mail.

PARENTAL CONSENT: Any applicant under the age of eighteen (18) years of age must include written parental consent to the marriage by at least one (1) of the minor applicant's parents or legal guardians. A consent form is located at the bottom of the enclosed Application and must be signed by the parent or other legal guardian in the presence of a Notary Public. If the consent form is signed in a state other than South Carolina, the Notary Public must affix his/her seal. No consent is necessary for an applicant eighteen (18) years of age or older.

PROOF OF AGE:

Applicant under Eighteen (18) Years of Age: In addition to the Application for Marriage, any applicant under eighteen (18) years of age **must** file with the Court one (1) of the following documents as evidence of the applicant's age:

- (1) A certified copy of the applicant's birth certificate; or
- (2) A hospital or baptismal certificate that has been issued and dated within one year after the applicant's birth.

If an original birth, baptismal or hospital certificate is presented to the Court, a copy will be made for the Court's records and the original returned to the applicant. Please include a self-addressed, stamped envelope with your Application for the return of the original document. Certified copies of birth certificates will not be returned to the applicant. The Court will not accept birth records with erasures or alterations as proof of age.

Applicant Over Eighteen (18) Years of Age but Less than Twenty-Five (25) Years of Age: In addition to the Application for Marriage, any applicant over eighteen (18) years of age but less than twenty-five (25) years of age **must** file with the Court a copy of one (1) of the following documents as evidence of the applicant's age:

- (1) Driver's license;
- (2) Military identification card;
- (3) Selective service identification card;
- (4) Passport or visa; or
- (5) Certified copy of birth certificate.

No proof of age is required of an applicant twenty-five (25) years of age or older.

SOCIAL SECURITY NUMBERS: Each applicant must include his or her social security number on the Application. An applicant who is a resident alien may use his or her alien identification number (Green Card identification number) in lieu of a social security number. **In addition, each applicant must submit a copy of his or her social security card or, if applicable, their alien identification card with their Application. We cannot process your application for marriage license without this information and documentation.**

All mail-in Applications should be submitted to the following address:

Regular Mail:

**Post Office Box 288
Conway, South Carolina 29528-0288**

Overnight Delivery:

**1301 Second Avenue
Conway, S.C. 29526**

Upon request, the Probate Court will perform a marriage ceremony for you between the hours of 8:00 AM and 4:30 PM. The fee for a marriage ceremony is Fifty and No/100 (\$50.00) Dollars payable in cash at the time the marriage ceremony is performed.

The Horry County Probate Court is open for business Monday through Friday from 8:00 A.M. to 5:00 P.M. Due to time constraints, you should arrive at the Court no later than 4:30 P.M. to pick up your marriage license and/or be married. The Probate Court is located in the Horry County Government and Justice Center, 1301 2nd Avenue, Conway, South Carolina. **The Probate Court also has two (2) satellite offices, one located in Little River, South Carolina, and the other in Surfside Beach, South Carolina. You may pick up your marriage license at any one of the three Probate Court offices. The satellite offices are closed daily from 12:30 to 1:30, and also on Tuesday at 3:30.**

Please mail your completed, signed and notarized Application for Marriage License along with your money order or cashier's check for the appropriate fee set forth above, and all other necessary documents concerning proof of age, parental consent and social security number (or alien identification number) to the appropriate address provided above. **Please include your telephone number when you return your Application so that if there are any problems with your application we can contact you by phone.**

If you have any questions, please contact the Probate Court at (843) 915-5370 or you may visit the Probate Court website at probatecourt.horrycounty.org for additional information. Thank you for allowing us to serve you in this manner. With warmest regards, I remain

Sincerely yours,

Deirdre W. Edmonds

Deirdre W. Edmonds
Horry County Probate Judge