



Joseph E. Canciamilla
County Clerk

CERTIFICATE OF APPOINTMENT OF DEPUTY COMMISSIONER OF CIVIL MARRIAGE



ONE DAY DEPUTY COMMISSIONER

Thank you for your interest in becoming deputized to perform a civil marriage ceremony. The Clerk-Recorder requires that one of the principals (parties to be married or deputized officiant) be a Contra Costa County resident.

Attached is the Certificate of Appointment of Deputy Commissioner of Civil Marriage. Please complete, sign, and return to us once you have read the attached information and instruction packet.

The Certificate of Appointment may be returned with a check or money order in the amount of \$50.00 (made payable to the County Clerk-Recorder) to the Clerk's Office at 555 Escobar Street, Martinez, CA 94553. The original is filed in the Clerk's Office. You will be sent a receipt and a file-stamped copy of the Certificate.

If you have any questions, please contact the Clerk's Office at (925) 335-7900.

Deputy Commissioner for a Day Acknowledgment

(California Family Code Section 401)

A Deputy Commissioner of Civil Marriage may solemnize a single marriage under the direction of the Commissioner of Civil Marriages and under the following limitations and conditions:

1. The marriage may be solemnized only on the date specified on the face of the Certificate of Appointment of Deputy Commissioner of Civil Marriage.
2. The parties to the marriage must present a marriage license to the Deputy Commissioner prior to the ceremony. The Deputy Commissioner shall check the type of license and expiration date (licenses are valid for 90 days from the date of issue).
3. No particular form for the ceremony of marriage is required, with the exception that the parties must declare, in the presence of the Deputy Commissioner and witnesses (witness signature not required for a confidential license), that they take each other as spouses.
4. Using **black ink**, the Deputy Commissioner shall enter upon the license the date and place of the solemnization, his/her signature and typed or printed name, title (Deputy Commissioner), and address. **Do not use correction fluid or make any changes or corrections. If you make a mistake, DO NOT attempt to correct it. Do not make any “write overs”.** The license cannot be recorded if altered in any way.
5. The Deputy Commissioner shall have at least one witness (there is room on the license for two witnesses) to the ceremony sign the license and enter their address, **using black ink. NOTE:** Witnesses do not sign on a confidential marriage license.
6. Once the license is completed, the Deputy Commissioner shall return the standard marriage license to the County Recorder of the county in which the license was issued within **10 days** of the ceremony. Confidential licenses are to be returned to the County Clerk. They can be returned in person or by mail. If the Deputy Commissioner performs a ceremony with a license from a county other than the one he/she was deputized in, include a copy of the Certificate of Appointment of Deputy Commissioner with the marriage license to the county that issued the license. This will ensure the county that issued the license is aware of the deputization.
7. Solemnizing a marriage without first being presented with a marriage license, or willfully making a false return of any marriage license or fraudulent marriage license to the Recorder or Clerk is guilty of a misdemeanor under Penal Code Section 360.

INSTRUCTIONS FOR DEPUTY COMMISSIONER

1. The couple must have a license to be married. You must receive the license **before** the ceremony. If they did not obtain a license, **do not perform the ceremony!** The State of California requires the couple to purchase a marriage license prior to having a ceremony. If a ceremony is performed without a license, the couple will have to go to court and a judge will have to determine if it is a valid marriage.
2. Item 25B on the license is the date the license expires. Check this date and make sure the ceremony is taking place on or before this date. If the date of the ceremony is after the expiration date, **do not perform the ceremony!** The couple will need to obtain a new license.
3. A marriage license issued by any county in California may be used to solemnize a marriage in any county in the State of California.
4. No particular form for the ceremony is required, but the parties shall declare that they take each other as spouses. A sample ceremony used in the Contra Costa County Clerk-Recorder's office is enclosed (fillable for your convenience) on page 9 and 10. You may use it, or any other ceremony the couple would like.
5. After the ceremony, you are required to complete the license (see page 6 for more instructions).
6. When completing the license, make sure you do not use white out, add highlighter, make any mistakes, or add any write overs.
7. Once complete, return the marriage license to the Clerk-Recorder's office that issued the license within 10 days. The county that issued the license is located in box 25F of the license. The return address is located in box 25G. You may return the license in person or by mail.
8. If you have any questions, please call the Contra Costa County Clerk-Recorder's Office at (925) 335-7900.

INSTRUCTIONS TO COMPLETE THE MARRIAGE LICENSE

If the couple obtained a **public license** (see sample on page 6), the following must be completed after the ceremony:

- One witness must complete items 26A through 26C. A second witness may complete sections 27A through 27C, but is not required.
 - 26A is the line for their signature
 - 26B is their name typed or printed
 - 26C is their street address (or PO Box), city, state and zip code

- You (as Deputy Commissioner) must complete items 28A through 28C
 - Enter the month, day and year of the ceremony in item 28A (i.e., MM/DD/YYYY). This date must be on or after the issue date (listed in box 25A) and no later than the expiration date (listed in box 25B).
 - Enter the name of the city in item 28B (do not list the name of a landmark, beach, etc.)
 - Enter the county where the event took place in item 28C. If the ceremony is conducted at a remote site, you must enter the name of the city that would provide postal service if there was a home or business located at that location.

- You (as Deputy Commissioner) must complete items 29A through 29E
 - 29A is the line for your signature
 - Enter a single dash (-) or N/A in item 29B
 - Print or type your name in Item 29C
 - Print or type “Deputy Commissioner” as official title in 29D
 - Enter your complete mailing address (include city, state and zip code) in Item 29E

If the couple obtained a **confidential license** (see sample on page 7), the following must be completed after the ceremony:

- You (as Deputy Commissioner) must complete items 27A through 27C
 - Enter the month, day and year of the ceremony in item 27A (i.e., MM/DD/YYYY). This date must be on or after the issue date (listed in box 25A) and no later than the expiration date (listed in box 25B).
 - Enter the name of the city in item 27B (do not list the name of a landmark, beach, etc.)
Enter the county where the event took place in item 27C. If the ceremony is conducted at a remote site, you must enter the name of the city that would provide postal service if there was a home or business located at that location.

- You (as Deputy Commissioner) must complete items 28A through 28E
 - 28A is the line for your signature
 - Enter a single dash (-) or N/A in item 28B
 - Print or type your name in Item 28C
 - Print or type “Deputy Commissioner” as official title in 28D
 - Enter your complete mailing address (include city, state and zip code) in Item 28E

LICENSE AND CERTIFICATE OF MARRIAGE

MUST BE LEGIBLE - MAKE NO ERASURES, WHITEOUTS, OR OTHER ALTERATIONS
USE DARK INK ONLY

	STATE FILE NUMBER	LOCAL REGISTRATION NUMBER			
<input type="checkbox"/> Groom <input type="checkbox"/> Bride FIRST PERSON DATA	1A. FIRST NAME	1B. MIDDLE			
	1C. CURRENT LAST	1D. LAST NAME AT BIRTH (IF DIFFERENT THAN 1C)			
	2. DATE OF BIRTH (MM/DD/CCYY)	3. STATE/COUNTRY OF BIRTH	4. #PREV. MARRIAGES/SRDP	5A. LAST MARRIAGE/SRDP ENDED BY: <input type="checkbox"/> DEATH <input type="checkbox"/> DISSO <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A	5B. DATE ENDED (MM/DD/CCYY)
	6. ADDRESS	7. CITY	8. STATE/COUNTRY	9. ZIP CODE	
	10A. FULL BIRTH NAME OF FATHER/PARENT		10B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)		
	11A. FULL BIRTH NAME OF MOTHER/PARENT		11B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)		
<input type="checkbox"/> Groom <input type="checkbox"/> Bride SECOND PERSON DATA	12A. FIRST NAME	12B. MIDDLE			
	12C. CURRENT LAST	12D. LAST NAME AT BIRTH (IF DIFFERENT THAN 12C)			
	13. DATE OF BIRTH (MM/DD/CCYY)	14. STATE/COUNTRY OF BIRTH	15. # PREV. MARRIAGES/SRDP	16A. LAST MARRIAGE/SRDP ENDED BY: <input type="checkbox"/> DEATH <input type="checkbox"/> DISSO <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A	16B. DATE ENDED (MM/DD/CCYY)
	17. ADDRESS	18. CITY	19. STATE/COUNTRY	20. ZIP CODE	
	21A. FULL BIRTH NAME OF FATHER/PARENT		21B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)		
	22A. FULL BIRTH NAME OF MOTHER/PARENT		22B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)		
AFFIDAVIT	WE, THE UNDERSIGNED DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT WE ARE UNMARRIED AND THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE AND BELIEF. WE FURTHER DECLARE THAT NO LEGAL OBJECTION TO THE MARRIAGE NOR TO THE ISSUANCE OF A LICENSE IS KNOWN TO US. WE ACKNOWLEDGE RECEIPT OF THE INFORMATION REQUIRED BY FAMILY CODE SECTION 358 AND HEREBY APPLY FOR A LICENSE AND CERTIFICATE OF MARRIAGE.				
	23. SIGNATURE OF PERSON LISTED IN FIELDS 1A-1D		24. SIGNATURE OF PERSON LISTED IN FIELDS 12A-12D		
LICENSE TO MARRY	I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE ABOVE-NAMED PARTIES TO BE MARRIED HAVE PERSONALLY APPEARED BEFORE ME, OR THE PERSON PERFORMING THE CEREMONY HAS PERSONALLY APPEARED BEFORE ME AND PRESENTED AN AFFIDAVIT SIGNED BY THE PARTIES TO BE MARRIED DECLARING THAT ONE OR BOTH OF THE PARTIES ARE PHYSICALLY UNABLE TO APPEAR AND EXPLAINING THE REASONS THEREFOR IN ACCORDANCE WITH FAMILY CODE SECTION 426. THE PARTIES PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSONS CLAIMED, HAVE DECLARED THAT THEY MEET ALL OF THE REQUIREMENTS OF THE LAW, AND HAVE PAID THE FEES PRESCRIBED BY LAW. AUTHORIZATION AND LICENSE IS HEREBY GIVEN TO ANY PERSON DULY AUTHORIZED TO PERFORM A MARRIAGE CEREMONY WITHIN THE STATE OF CALIFORNIA TO SOLEMNIZE THE MARRIAGE OF THE ABOVE-NAMED PERSONS. REQUIRED CONSENTS AND AFFIDAVITS FOR THE ISSUANCE OF THIS LICENSE ARE ON FILE.				
	25A. ISSUE DATE (MM/DD/CCYY)	25B. EXPIRES AFTER (MM/DD/CCYY)	25C. NAME OF COUNTY CLERK	25D. SIGNATURE OF CLERK OR DEPUTY CLERK	
	25E. MARRIAGE LICENSE NUMBER	25F. COUNTY OF ISSUE	25G. RETURN COMPLETED MARRIAGE LICENSE TO (INCLUDE ADDRESS):		
	BY ▶				
WITNESS(ES) (ONE REQUIRED, NO MORE THAN TWO ALLOWED)	26A. SIGNATURE OF WITNESS		26B. NAME OF PERSON WITNESSING MARRIAGE (TYPE OR PRINT CLEARLY)		
	26C. ADDRESS, CITY, STATE/COUNTRY, AND ZIP CODE				
	27A. SIGNATURE OF WITNESS		27B. NAME OF PERSON WITNESSING MARRIAGE (TYPE OR PRINT CLEARLY)		
	27C. ADDRESS, CITY, STATE/COUNTRY, AND ZIP CODE				
CERTIFICATION OF PERSON SOLEMNIZING MARRIAGE	I, THE UNDERSIGNED, DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA, THAT THE ABOVE-NAMED PARTIES WERE JOINED BY ME IN MARRIAGE IN ACCORDANCE WITH THE LAWS OF THE STATE OF CALIFORNIA. NOTE: THE MARRIAGE CEREMONY MUST TAKE PLACE IN THE STATE OF CALIFORNIA.				
	28A. DATE OF MARRIAGE (MM/DD/CCYY)	28B. CITY/TOWN OF MARRIAGE	28C. COUNTY OF MARRIAGE		
	29A. SIGNATURE OF PERSON SOLEMNIZING MARRIAGE		29B. RELIGIOUS DENOMINATION (IF CLERGY)		
	29C. NAME OF PERSON SOLEMNIZING MARRIAGE (TYPE OR PRINT CLEARLY)		29D. OFFICIAL TITLE		
	29E. ADDRESS, CITY, STATE/COUNTRY, AND ZIP CODE				
NEW NAMES (IF ANY)	NEW MIDDLE AND LAST NAME OF PERSON LISTED IN 1A-1D (IF ANY) FOR USE UPON SOLEMNIZATION OF THE MARRIAGE (SEE REVERSE FOR INFORMATION)				
	30A. FIRST - MUST BE SAME AS 1A	30B. MIDDLE	30C. LAST		
	NEW MIDDLE AND LAST NAME OF PERSON LISTED IN 12A-12D (IF ANY) FOR USE UPON SOLEMNIZATION OF THE MARRIAGE (SEE REVERSE FOR INFORMATION)				
	31A. FIRST - MUST BE SAME AS 12A	31B. MIDDLE	31C. LAST		
LOCAL REGISTRAR	32A. NAME OF LOCAL REGISTRAR		32B. SIGNATURE OF CLERK OR DEPUTY CLERK		
			BY ▶		
			32C. DATE ACCEPTED FOR REGISTRATION		

CONFIDENTIAL
LICENSE AND CERTIFICATE OF MARRIAGE
 MUST BE LEGIBLE - MAKE NO ERASURES, WHITEOUTS, OR OTHER ALTERATIONS
USE DARK INK ONLY

	STATE FILE NUMBER	LOCAL REGISTRATION NUMBER	
<input type="checkbox"/> Groom <input type="checkbox"/> Bride FIRST PERSON DATA	1A. FIRST NAME	1B. MIDDLE	
	1C. CURRENT LAST	1D. LAST NAME AT BIRTH (IF DIFFERENT THAN 1C)	
	2. DATE OF BIRTH (MM/DD/CCYY)	3. STATE/COUNTRY OF BIRTH	4. #PREV. MARRIAGES/SRDP
	5A. LAST MARRIAGE/SRDP ENDED BY:		5B. DATE ENDED (MM/DD/CCYY)
	<input type="checkbox"/> DEATH <input type="checkbox"/> DISSO <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A		
	6. ADDRESS	7. CITY	8. STATE/COUNTRY
9. ZIP CODE			
<input type="checkbox"/> Groom <input type="checkbox"/> Bride SECOND PERSON DATA	10A. FULL BIRTH NAME OF FATHER/PARENT	10B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)	
	11A. FULL BIRTH NAME OF MOTHER/PARENT	11B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)	
	12A. FIRST NAME	12B. MIDDLE	
	12C. CURRENT LAST	12D. LAST NAME AT BIRTH (IF DIFFERENT THAN 12C)	
	13. DATE OF BIRTH (MM/DD/CCYY)	14. STATE/COUNTRY OF BIRTH	15. # PREV. MARRIAGES/SRDP
	16A. LAST MARRIAGE/SRDP ENDED BY:		16B. DATE ENDED (MM/DD/CCYY)
<input type="checkbox"/> DEATH <input type="checkbox"/> DISSO <input type="checkbox"/> ANNULMENT <input type="checkbox"/> TERM SRDP <input type="checkbox"/> N/A			
17. ADDRESS	18. CITY	19. STATE/COUNTRY	
20. ZIP CODE			
21A. FULL BIRTH NAME OF FATHER/PARENT	21B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)		
22A. FULL BIRTH NAME OF MOTHER/PARENT	22B. STATE OF BIRTH (IF OUTSIDE U.S. ENTER COUNTRY)		
AFFIDAVIT	WE, THE UNDERSIGNED, CURRENTLY LIVING TOGETHER AS SPOUSES, DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT WE ARE UNMARRIED AND THAT THE FOREGOING INFORMATION IS TRUE AND CORRECT TO THE BEST OF OUR KNOWLEDGE AND BELIEF. WE FURTHER DECLARE THAT NO LEGAL OBJECTION TO THE MARRIAGE, NOR TO THE ISSUANCE OF A LICENSE IS KNOWN TO US. WE ACKNOWLEDGE RECEIPT OF THE INFORMATION REQUIRED BY FAMILY CODE SECTION 358 AND HEREBY APPLY FOR A CONFIDENTIAL LICENSE AND CERTIFICATE OF MARRIAGE.		
	23. SIGNATURE OF PERSON LISTED IN FIELDS 1A-1D	24. SIGNATURE OF PERSON LISTED IN FIELDS 12A-12D	
LICENSE TO MARRY	I, THE UNDERSIGNED, DO HEREBY CERTIFY THAT THE ABOVE-NAMED PARTIES TO BE MARRIED HAVE PERSONALLY APPEARED BEFORE ME AND PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSONS CLAIMED, OR THAT THE PERSON PERFORMING THE CEREMONY HAS PERSONALLY APPEARED BEFORE ME AND PRESENTED AN AFFIDAVIT SIGNED BY THE PARTIES TO BE MARRIED DECLARING THAT ONE OR BOTH OF THE PARTIES ARE PHYSICALLY UNABLE TO APPEAR AND EXPLAINING THE REASONS THEREFOR IN ACCORDANCE WITH FAMILY CODE SECTION 502. THE PARTIES HAVING FURTHER DECLARED THAT THEY MEET ALL OF THE REQUIREMENTS OF THE LAW, AND HAVING PAID THE FEES PRESCRIBED BY LAW, AUTHORIZATION AND LICENSE IS HEREBY GIVEN TO ANY PERSON DULY AUTHORIZED TO PERFORM A MARRIAGE CEREMONY WITHIN THE STATE OF CALIFORNIA, TO SOLEMNIZE THE MARRIAGE OF THE ABOVE-NAMED PERSONS PURSUANT TO FAMILY CODE SECTION 500. NOTE: THE MARRIAGE CEREMONY MUST TAKE PLACE IN THE STATE OF CALIFORNIA.		
	25A. ISSUE DATE (MM/DD/CCYY)	25B. EXPIRES AFTER (MM/DD/CCYY)	
	25C. NAME OF COUNTY CLERK	25D. SIGNATURE OF CLERK OR DEPUTY CLERK	
25E. MARRIAGE LICENSE NUMBER	25F. COUNTY OF ISSUE	25G. RETURN COMPLETED MARRIAGE LICENSE TO (INCLUDE ADDRESS):	
ITEMS 26A-26D COMPLETED ONLY IF LICENSE IS ISSUED BY NOTARY PUBLIC	A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.		
	26A. STATE OF CALIFORNIA, COUNTY OF:	26B. TYPED NAME OF NOTARY	
	SUBSCRIBED AND SWORN TO (OR AFFIRMED) BEFORE ME ON THIS ____ DAY OF _____, 20 ____	26C. SIGNATURE OF NOTARY	
CERTIFICATION OF PERSON SOLEMNIZING MARRIAGE	I, THE UNDERSIGNED, DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA, THAT THE ABOVE-NAMED PARTIES WERE JOINED BY ME IN MARRIAGE IN ACCORDANCE WITH THE LAWS OF THE STATE OF CALIFORNIA. NOTE: THE MARRIAGE CEREMONY MUST TAKE PLACE IN THE STATE OF CALIFORNIA.		
	27A. DATE OF MARRIAGE (MM/DD/CCYY)	27B. CITY OF MARRIAGE	
	27C. COUNTY OF MARRIAGE		
	28A. SIGNATURE OF PERSON SOLEMNIZING MARRIAGE	28B. RELIGIOUS DENOMINATION (IF CLERGY)	
	28C. NAME OF PERSON SOLEMNIZING MARRIAGE (TYPE OR PRINT CLEARLY)	28D. OFFICIAL TITLE	
	28E. ADDRESS, CITY, STATE/COUNTRY, AND ZIP CODE		
NEW NAME(S) (IF ANY) (SEE REVERSE)	NEW MIDDLE AND LAST NAME OF PERSON LISTED IN 1A-1D (IF ANY) FOR USE UPON SOLEMNIZATION OF THE MARRIAGE (SEE REVERSE FOR INFORMATION)		
	29A. FIRST - MUST BE SAME AS 1A	29B. MIDDLE	
	29C. LAST		
NEW MIDDLE AND LAST NAME OF PERSON LISTED IN 12A-12D (IF ANY) FOR USE UPON SOLEMNIZATION OF THE MARRIAGE (SEE REVERSE FOR INFORMATION)			
30A. FIRST - MUST BE SAME AS 12A	30B. MIDDLE	30C. LAST	
COUNTY CLERK	31A. NAME OF COUNTY CLERK	31B. SIGNATURE OF CLERK OR DEPUTY CLERK	
		31C. DATE ACCEPTED FOR REGISTRATION	

SAMPLE CEREMONY

We are gathered here in the presence of witnesses for the purpose of uniting in matrimony
and_____.

I remind you both to always remember that love, loyalty and understanding are the foundations of a
happy and enduring home.

No other human ties are more tender, and no other vows are more important than those you now
assume.

Will you please face each other and join hands.

The contract of marriage is most solemn and is not to be entered into lightly, but thoughtfully and
seriously, with a deep realization of its obligations and responsibilities.

_____, do you take_____, to be your lawful wedded
spouse? Do you promise to love and comfort her/him, to honor her/him and keep her/him in sickness
and in health, in prosperity and adversity, and forsaking all others, be faithful to her/him as long as
you both shall live?

_____, do you take_____, to be your lawful wedded
spouse? Do you promise to love and comfort her/him, to honor her/him and keep her/him in sickness
and in health, in prosperity and adversity, and forsaking all others, be faithful to
her/him as long as you both shall live?

_____, please repeat after me. I,_____, take thee,
_____,
to be my lawful wedded spouse, to have and to hold, from this day forward, for better or for
worse, for richer or for poorer, in sickness and in health, to love and to cherish, as long as we
both shall live.

_____, please repeat after me. I,_____, take thee,
_____,
to be my lawful wedded spouse, to have and to hold, from this day forward, for better or for
worse, for richer or for poorer, in sickness and in health, to love and to cherish, as long as we
both shall live.

Ring Ceremony

As you place the ring on your partner's left hand, please repeat after me: With this ring, I share my life and pledge my faithful love. With this ring, I thee wed.

(Repeat if double ring ceremony)

Now that you have joined yourselves in solemn matrimony, may you strive all of your lives to meet this commitment with the same love and devotion that you now possess.

By virtue of the authority vested in me as Deputy Commissioner of Civil Marriage, I now pronounce you legally married under the laws of the State of California. You may now kiss.

**CERTIFICATE OF APPOINTMENT OF
DEPUTY COMMISSIONER OF CIVIL MARRIAGE**

I, JOSEPH E. CANCIAMILLA, County Clerk and Commissioner of Civil Marriages, pursuant to Family Code Section 401, do hereby appoint _____,
Name of Deputy Commissioner

Deputy Commissioner of Civil Marriage in and for the State of California. This appointment shall run for a term of one (1) day, that day being _____, 20____.
Date of Ceremony

The deputization is for the marriage of _____ and _____.
Party A Party B

The Deputy Commissioner of Civil Marriage acknowledges that he/she is appointed for the limited purpose of performing a civil marriage. No employment relationship is created by virtue of this appointment.

By accepting this appointment, the undersigned Deputy Commissioner of Civil Marriage acknowledges that he/she is subject to any laws applicable during the tenure of his/her appointment. Each Deputy Commissioner of Civil Marriage serves at the will of the County Clerk and Commissioner of Civil Marriages.

Any injuries incurred during the private performance of marriage ceremonies will not be eligible for coverage under the County's Workers' Compensation program. Furthermore, in as much as the Deputy Commissioner's performance of a marriage ceremony outside of the County Clerk's Office is not a County activity, I, the undersigned Deputy Commissioner, understand that I alone will be responsible for any injuries I might cause to third parties and agree to indemnify and defend Contra Costa County and its County Clerk against any claims for injuries caused, or alleged to have been caused, by me in the performance of the marriage ceremony.

Joseph E. Canciamilla
County Clerk-Recorder

I have read and received the instructions provided to me in the One Day Deputy Commissioner packet and acknowledge that my powers are expressly limited. I hereby accept this appointment as Deputy Commissioner of Civil Marriage under the terms provided above.

Dated: _____

Deputy Commissioner Signature

Deputy Commissioner Name

Street Address City, State and Zip Code Telephone Number