

# Denver Public Library - Western History and Genealogy Department

For Questions: 720-865-1821

Request by Email: [history@denverlibrary.org](mailto:history@denverlibrary.org)

## OPEN RECORDS REQUEST FORM

**Colo. Rev. Stat. § 24-72 requires up to 72 business hours to provide requested record.**

### **READ FIRST!!**

#### **COLORADO STATE LAW REGARDING MARRIAGE APPLICATION RECORDS**

Pursuant to **Colorado Public Open Records - Colo. Rev. Stat. § 24-72-204**, a marriage application **is not a public record**, and shall be available **ONLY** to either party of the marriage application or to “an immediate family member of either party on the marriage application.” However, marriage licenses, marriage certificates, or civil union certificates are public records.

**Colorado Public Open Records - Colo. Rev. Stat. § 24-72-204 defines “immediate family member” as a person who is related by blood, marriage, or adoption.**

**Note:** If you are not one of these eligible individuals, the court **may** allow access to the marriage application records **only** if you can demonstrate to the court that there is a good cause (a good reason) to allow access to the records. Please consult an attorney regarding this process.

**Proof of Identification is Required:** Identification verification is required at the time of the request. Acceptable forms of IDs are current Colorado state driver license, current Colorado State ID, current passport, or a Colorado court order.

**Request from An Immediate Family:** You must provide one of the above forms of ID plus one of the following: Original/certified copy of birth certificate, or original/certified copy of the final decree of adoption.

REQUESTING PARTY		
I am the:	<input type="checkbox"/> Groom <input type="checkbox"/> Bride	<input type="checkbox"/> Immediate Family Member <input type="checkbox"/> Court Ordered (Attach the Order to this request.)
Requestor's Last Name:		First Name:
Mailing Address:		
City:	State:	ZIP:
Best Phone#:		Email:
Total copies requested:	Need a certified copy? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>The following information is required to perform the record search.</b>		
Groom's Last Name:		Suffix: <input type="checkbox"/> Sr. <input type="checkbox"/> Jr. <input type="checkbox"/> III
Groom's First Name:		Groom's Middle Name:
Bride's Maiden Name:		Bride's First Name:
Marriage Date Month & Year:		Marriage application# (if known)
<b>STAFF USE ONLY:</b>		
Date Stamp: Received: _____ Completed: _____ Processed by: _____		
Verification Document Provided: <input type="checkbox"/> Current CO State Driver License <input type="checkbox"/> Current CO State ID <input type="checkbox"/> Current Passport <input type="checkbox"/> CO Court Order		
For immediate family request requires one of the above is required plus, <input type="checkbox"/> Original/Certified Copy of Birth Certificate <input type="checkbox"/> Original/Certified Copy of Final Decree of Adoption.		
Delivery Method: <input type="checkbox"/> Pick-up <input type="checkbox"/> U.S. Mail		