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Re: Request for Copy of Marriage Certificate

To Whom It May Concern:

I am requesting two 2 certified copies of the marriage certificate for _____ and _____.

I am one of the persons whose record is being requested.

To assist you in locating the requested documents, I am providing the following information:

Date of Marriage: _____
City where certificate was filed _____

This certificate is being requested _____

Enclosed is my personal check in the amount of $_____ for the requested copies. If you have any questions, I can be contacted at _____.

Thank you for your prompt attention to this matter.

Sincerely,

_____

Enclosure: payment

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