

**PREMARITAL COURSE PROVIDER AFFIDAVIT
CLERK OF THE CIRCUIT COURT
POLK COUNTY, FLORIDA**

Provider Name: _____

Address: _____

Telephone Number: _____

Instructors' names (printed name & signature of each) - include license number, if any:

Please attach instructor qualifications. If the instructor is a representative of a religious institution, please attach a statement as to relevant training.

As a representative of _____, a provider of a premarital preparation course, I hereby certify and attest that the provider has met the requirements as set forth in 741.0305, Florida Statutes.

SIGNATURE Please print name DATE

The foregoing affidavit was acknowledged before me this _____ day of _____, 200____, by _____ as _____
(name of person signing) (type of authority...e.g. officer, trustee, attorney in fact)
for _____
(name of provider on behalf of whom instrument was executed)

Signature of Notary Public - State of Florida

Print, Type or Stamp Name of Commissioned Notary Public

Personally Known _____ OR
Produced Identification _____ Type of Identification Produced:

PLEASE RETURN TO: Richard M. Weiss, Clerk of Courts, P. O. Box 9000, Drawer CC-11, Bartow, FL 33831-9000

MEMORANDUM

TO: Polk County Area Churches and Mental Health Service Providers
FROM: Richard M. Weiss *RW*
RE: Premarital Preparation Course

As you know, couples wishing to marry must wait three days to obtain the marriage license after application unless they present proof they have attended a premarital preparation course. Those couples not taking the class pay a higher license fee. A copy of the law is attached for your reference.

Florida law provides that the course shall last not less than four hours, and can be taught by:

- An official representative of a recognized religious institution if the representative has relevant training
- A licensed psychologist or mental health counselor
- A clinical social worker
- A Marriage and Family Therapist

The class may include the following topics: conflict management, communication skills, financial responsibilities, children and parenting responsibilities and information regarding problems reported by married couples who seek individual or marital counseling. The cost of the course is determined by the provider.

After the couple has taken the class (either together or separately), the course provider must issue a certificate to *each* attendee (not couple). The certificate must specify the name of the participant, the date of completion, and whether the course was conducted by personal instruction, videotape or other electronic medium, or by a combination of methods.

If the services you furnish include premarital preparation and you wish to be a provider within the meaning of the new law, please complete the enclosed "Premarital Course Provider Affidavit" and include a copy of each instructor's qualifications or a statement of relevant training. We are required to keep the affidavits on file with us. From the affidavits we will compile a list of providers that will be available to the public.

If you should have any questions concerning this matter, please call Rochelle Rowles at 863-534-4547 or 863-534-4672.

When returning your Provider Affidavit, please also send a copy of your ordination or seminary certificate.

741.0305 Marriage fee reduction for completion of premarital preparation course.—

(1) A man and a woman who intend to apply for a marriage license under s. 741.04 may, together or separately, complete a premarital preparation course of not less than 4 hours. Each individual shall verify completion of the course by filing with the application a valid certificate of completion from the course provider, which certificate shall specify whether the course was completed by personal instruction, videotape instruction, instruction via other electronic medium, or a combination of those methods. All individuals who complete a premarital preparation course pursuant to this section must be issued a certificate of completion at the conclusion of the course by their course provider. Upon furnishing such certificate when applying for a marriage license, the individuals shall have their marriage license fee reduced by \$32.50.

(2) The premarital preparation course may include instruction regarding:

(a) Conflict management.

(b) Communication skills.

(c) Financial responsibilities.

(d) Children and parenting responsibilities.

(e) Data compiled from available information relating to problems reported by married couples who seek marital or individual counseling.

(3)(a) All individuals electing to participate in a premarital preparation course shall choose from the following list of qualified instructors:

1. A psychologist licensed under chapter 490.

2. A clinical social worker licensed under chapter 491.

3. A marriage and family therapist licensed under chapter 491.

4. A mental health counselor licensed under chapter 491.

5. An official representative of a religious institution which is recognized under s. 496.404(20), if the representative has relevant training.

6. Any other provider designated by a judicial circuit, including, but not limited to, school counselors who are certified to offer such courses. Each judicial circuit may establish a roster of area course providers, including those who offer the course on a sliding fee scale or for free.

(b) The costs of such premarital preparation course shall be paid by the applicant.

(4) Each premarital preparation course provider shall furnish each participant who completes the course with a certificate of completion specifying the name of the participant and the date of completion and whether the course was conducted by personal instruction, videotape instruction, or instruction via other electronic medium, or by a combination of these methods.

(5) All area course providers shall register with the clerk of the circuit court by filing an affidavit in writing attesting to the provider's compliance with the premarital preparation course requirements as set forth in this section and including the course instructor's name and qualifications, including the license number, if any, or, if an official representative of a religious institution, a statement as to relevant training. The affidavit shall also include the addresses where the provider may be contacted.

741.04 Marriage license issued.--

(1) No county court judge or clerk of the circuit court in this state shall issue a license for the marriage of any person unless there shall be first presented and filed with him or her an affidavit in writing, signed by both parties to the marriage, providing the social security numbers or other identification numbers of each party, made and subscribed before some person authorized by law to administer an oath, reciting the true and correct ages of such parties; unless both such parties shall be over the age of 18 years, except as provided in s. 741.0405; and unless one party is a male and the other party is a female. Pursuant to the federal Personal Responsibility and Work Opportunity Reconciliation Act of 1996, each party is required to provide his or her social security number in accordance with this section. However, when an individual is not a citizen of the United States and does not have a social security number, alien registration documentation, or other proof of immigration registration from the United States Immigration and Naturalization Service that contains the individual's alien admission number or alien file number, or such other documents as the state determines constitutes reasonable evidence indicating a satisfactory immigration status, shall be provided in lieu of the social security number. Disclosure of social security numbers or other identification numbers obtained through this requirement shall be limited to the purpose of administration of the Title IV-D program for child support enforcement.

(2) No county court judge or clerk of the circuit court in this state shall issue a license for the marriage of any person unless there shall be first presented and filed with him or her:

(a) A statement in writing, signed by both parties, which specifies whether the parties, separately or together, have completed a premarital preparation course.

(b) A statement that verifies that both parties have obtained and read or otherwise accessed the information contained in the handbook or other electronic media presentation of the rights and responsibilities of parties to a marriage specified in s. 741.0306.

(3) If a couple has not submitted to the clerk valid certificates of completion of a premarital preparation course, the effective date of the marriage license shall be delayed 3 days from the date of application. The effective date shall be printed on the marriage license in bold print. If a couple has submitted valid certificates of completion of a premarital preparation course, the effective date of the marriage license shall not be delayed. Exceptions to the delayed effective date must be granted to non-Florida residents seeking a marriage license from the state and for individuals asserting hardship. Marriage license fee waivers shall continue to be available to all eligible individuals. For state residents, a county court judge issuing a marriage license may waive the delayed effective date for good cause.

THIS IS A SAMPLE OF HOW
YOUR CERTIFICATE SHOULD READ!

Certificate of Completion

This certificate is presented to

_____ Samantha Miller _____

Name
for

Completion of Premarital Counseling

- Personal Instruction Video Tape Electronic Method Combinati
- Method of instruction*

Dated this _____ 12th _____ day of _____ February _____, _____ 1999

Presented by _____ *Rev. Pastor Barber* _____
Instructor

of _____ Mount Olive Baptist Church _____
Church

