

DECLARATION OF DOMESTIC PARTNERSHIP AND TERMINATION OF DOMESTIC
PARTNERSHIP ISSUES VITAL RECORDS BRIEF FAQ'S

07/21/09

1. When may partners start applying for a Declaration of Domestic Partnership in Wisconsin?

- The first business day for applying for a Declaration of Domestic Partnership is Monday, August 3, 2009.

2. Who may apply for a Declaration of Domestic Partnership in Wisconsin?

- Two competent, unmarried adults (18 years old or older) of the same sex who have been residents in the county of application for at least 30 days prior to the date of application may apply for a Declaration of Domestic Partnership.
- The partners cannot be related to each other more closely than second cousins.

3. Where do partners apply for a Declaration of Domestic Partnership in Wisconsin?

- Partners may only apply at the County Clerk's Office in the county where they have lived for 30 days prior to the date of application.
- If at all possible, the partners should go together to the County Clerk's Office to apply.

4. What documents do applicants need to apply for a Declaration of Domestic Partnership in Wisconsin?

- **Certified copy of birth certificate. IMPORTANT: An applicant who doesn't have a CERTIFIED COPY of his or her birth certificate should apply for a copy right away, since there could be a delay in getting those records. An applicant born in Wisconsin may purchase a certified copy of his or her birth record at the Register of Deeds in the county of birth or at the State Vital Records Office.**
NOTE: If an applicant was born outside of Wisconsin, the following website contains links to all U.S. vital records offices: <http://www.cdc.gov/nchs/w2w.htm>
- **Current (non-expired) Photo Identification and proof of residence (for at least 30 days immediately before the date of application).**
- **Social Security Number.** The applicant doesn't need to show his or her Social Security Card, but does need to give the number if he or she has one (if the applicant doesn't have a number, he or she can still apply for domestic partnership).
- **Proof of how any former legal domestic partnership or marriage ended.**

5. What is the process for filing the Declaration of Domestic Partnership in Wisconsin?

- Complete the application process at the County Clerk's Office (there is a waiting period from the date of application to the date the Declaration is issued).
- Pay the fee for the Declaration (check with the County Clerk for that County's current fee).
- Sign the Declaration in front of a notary (in the County Clerk's Office or elsewhere).
- File the signed Declaration in the Register of Deeds Office in the same county.
- **The date the Declaration is filed at the Register of Deeds office is the date the domestic partnership becomes effective.**
- Apply for certified copies of the Declaration at the Register of Deeds Office (\$20.00 for the first copy and \$3.00 for each additional copy of the same record ordered at the same time)