



CITY OF MOUNT VERNON, NEW YORK
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Instructions for Dual Citizenship Requests

The cost for certified copies of a marriage license, for the purpose of obtaining Dual Citizenship is **\$10 each**. It is payable by cashier's check or money order, (payable to "The City of Mount Vernon") by mail. In person we accept cash and all major credit or debit cards. If applying in person, please call 914-665-2348 to schedule an appointment.

To establish dual citizenship you have to establish the lineage. There are two ways to do that: ***Jus soli*** (Latin for "right of soil" meaning you have the right of citizenship in a country if you were born there) or ***jus sanguinis*** (Latin for "right of blood") meaning the right to acquire citizenship of the country where your parents are citizens.

The State of New York requires documentation of your relationship. More information here: https://www.health.ny.gov/vital_records/dualcitizenship.htm - Additionally, Germany may require an "Apostille" (also known as an authentication).

Information from the NY State website is noted here:

Apostille or Authentication

Countries will sometimes require that records to be submitted with citizenship applications be authenticated or apostilled. For information about this process, visit our [Apostille information page](#).

Documentation of Relationship

When applying for records, to which you are not otherwise entitled, for dual citizenship purposes, you may be required to include documentation of your relationship to the person whose record you are requesting. Uncertified copies of birth, marriage or death certificates showing relationship to the person are sufficient. We may also accept other types of documentation such as copies of official records from a religious body (for example, baptismal or other records). We cannot approve your documentation in advance of your application. You must submit the documentation you have and we will contact you if it is not sufficient.

Grandparent or Great-Grandparent's Death Record:

The applicant must include along with the completed and signed [application for a death certificate](#), a completed and notarized [Affidavit to Request Certified Copy of Death Certificate](#), [documentation demonstrating relationship](#) and a copy of his or her identification.

Parent, Grandparent or Great-Grandparent's Birth Record:

Only the person on the record, the parents on the record or a person with a [New York State Court](#) order may order a certified copy of a [birth certificate](#).

1. **Still Living:** If the person whose record is being requested is still living.
 - The parent/grandparent/great-grandparent may submit a completed [birth certificate application form](#) for his or her own record. The record will be sent to the requester who may then give it to the applicant for dual citizenship. The requester must include a copy of his or her identification.
 - The parent/grandparent/great-grandparent may submit a completed [birth certificate application form](#) for his or her own record and include a signed and notarized letter stating that he or she gives the department permission to send the document to the applicant for dual citizenship. The requester must include a copy of his or her identification.
 - The applicant may apply if he or she has power of attorney (POA) for the parent/grandparent/great-grandparent. The POA must be signed by the person named on the birth certificate. The language stated in the POA must be sufficient to allow the person given POA to obtain the birth certificate. Applicant must include an attorney certified copy of the power of attorney (certification must have been done within the last year), a copy of the applicant's identification and a completed [birth certificate application form](#).
2. **Deceased:** If the person whose record is being requested has died.
 - A court order from a [New York State Court](#) of competent jurisdiction is required. The Department of Health cannot advise you on obtaining a court order. You may wish to consult an attorney familiar with New York State Public Health Law. The applicant must submit a court certified copy of the order along with a copy of the applicant's identification, the appropriate fee and a completed [birth certificate application form](#)

Parent, Grandparent or Great-Grandparent's Marriage Record:

Only a spouse on the record, a person with a judicial or other proper purpose or a person with a [New York State Court](#) order may order a certified copy of the [marriage record](#).

1. **Still Living: If either party to the marriage is still living.**
 - Either party to the marriage may request his or her own marriage record. The record will be sent to the requester who may then give it to the applicant for dual citizenship. The requester must include a copy of his or her identification along with a completed [marriage certificate application form](#).
 - Either party to the marriage may request his or her own marriage record and include a signed and notarized letter stating that he or she gives the department permission to send the document to the applicant for dual citizenship. The requester must include a copy of his or her identification along with a completed [marriage certificate application form](#).
 - If the applicant has power of attorney (POA) for either party to the marriage, the applicant may request the record. The POA must be signed by the one of the spouses on the marriage certificate. The language stated in the POA must be sufficient to allow the person given POA to obtain the marriage certificate. Applicant must include an attorney certified copy of the power of attorney (certification must have been done within the last year), a copy of the applicant's identification and a completed [marriage certificate application form](#)

2. Deceased: If both parties to the marriage have died.

- Applicant must include a completed [marriage certificate application form](#) copies of the death records, a copy of applicant's identification, [documentation demonstrating relationship](#) and a completed and notarized [Affidavit to Request Certified Copy of Marriage Certificate](#).

Affidavit for use with Dual Citizenship Application Requests

FOR OFFICE USE
Ref. # _____

I, _____, swear or affirm under penalty of perjury that the statements made herein and any accompanying documentation are true and correct to the best of my knowledge and belief.

I reside at _____
(Street Address) (City) (State) (ZIP Code)

and I am requesting a certified copy of the marriage record of _____ and
(Bride/Maiden Name)

_____ who were married on _____
(Groom) (Date of Marriage)

with a license issued by the City / Town of _____ in New York State.
(Town or City where license is believed to have been issued)

A certified copy of this record is required for the purpose of obtaining citizenship with _____.
(Name of Country)

I am related to the Bride or Groom as follows: *(Show name and relationship of descendents from yourself to the bride or groom. For example, I, Joseph Kelly, am the son of Mary McCormick, who is the daughter of Simon Green, who is the son of the bride, Alice Faillugh.)*

I also swear or affirm that this affidavit is being made for the sole purpose of obtaining the record of marriage for the purpose stated above and that both the bride and groom on the record are deceased. (Submit photocopies of the bride and groom's death certificates with this affidavit.)

► _____
Signature of Applicant

..... Below to be completed by Notary Public

STATE OF _____ }
COUNTY OF _____ } **SS:**

Subscribed and sworn to
(affirmed) before me this _____ day

of _____, _____.

► _____
Notary Public