



COUNTY INFORMATION SERVICES

July 25, 2008
 FOR IMMEDIATE RELEASE

**REGISTRAR-RECORDER/COUNTY CLERK
 OPENS TEMPORARY VAN NUYS SITE**

To better serve constituents in the San Fernando Valley during the remodel of the Van Nuys District Office, the Los Angeles County Registrar-Recorder/County Clerk (RR/CC) opened a temporary office today at the Van Nuys Courthouse -- 14400 Erwin Street in Van Nuys. The RR/CC temporary office is located on the second floor will be open through September 30, 2008 when the RR/CC Van Nuys District Office on West Sylvan Street reopens.

Registrar-Recorder/County Clerk Services at the temporary office are limited to issuing marriage licenses and performing pre-scheduled civil marriage ceremonies. Hours of operation are from 9:30 a.m. through 4:00 p.m., Monday through Friday with civil marriage ceremonies available by appointment on Fridays.

To obtain a marriage license, couples must complete and submit an online application prior to visiting the office. The application is available on the RR/CC website at www.lamarriage.lacounty.gov. Once the online application is submitted, couples may pick up their license and pay the marriage license fees at the temporary district office in the courthouse. To obtain a same-day marriage license, couples must arrive at the office before 3:00 p.m.

Civil marriage ceremonies are scheduled in advance after a license has been issued. The marriage license fee is \$70 and civil marriage ceremonies are available for \$25. Couples may visit any of the locations listed below to complete a marriage license application, pay the fee and schedule a civil marriage ceremony.

LOCATION	HOURS AND SERVICES
Los Angeles County Registrar-Recorder/County Clerk Headquarters 12400 Imperial Highway, Norwalk	Weekdays 8 a.m. - 5 p.m. for licenses and ceremonies. Ceremonies only by appointment.
West Hollywood City Hall 8300 Santa Monica Blvd., West Hollywood	Thursdays 1 p.m. – 4 p.m. for licenses and ceremonies. Ceremonies only by appointment.
RR/CC Beverly Hills Courthouse District Office 9355 Burton Way, 1 st Floor, Beverly Hills	Mondays – Fridays 8:30 a.m. – Noon; 1:30 p.m. – 3:00 p.m. for licenses and ceremonies. Ceremonies only by appointment.
RR/CC Lancaster District Office 1028 W. Avenue J2, Lancaster	Mondays – Fridays 8:30 a.m. - 3 p.m. for licenses and ceremonies. Ceremonies only by appointment.
RR/CC LAX Courthouse District Office 11701 S. La Cienega Blvd., 6 th Floor, Los Angeles	Mondays – Fridays 8:30 a.m. - 3 p.m. for licenses and ceremonies. Ceremonies only by appointment.
RR/CC East L.A. District Office 4716 E. Cesar Chavez Ave., Los Angeles	Mondays – Fridays 8:30 a.m. – 3 p.m. for licenses and ceremonies. Ceremonies only by appointment.
RR/CC Florence-Firestone District Office 7807 S. Compton Ave., Room 215, Los Angeles	Mondays – Fridays 8:30 a.m. – 3 p.m. for licenses and ceremonies. Ceremonies only by appointment.
RR/CC temporary site July 21 - September 30 Van Nuys Courthouse 14400 Erwin Street Mall, 2 nd floor, Van Nuys	Mondays – Fridays 9:30 a.m. – 4 p.m. for licenses (with prior online application) and ceremonies. Ceremonies only by appointment.

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