

## **Bucks County Register of Wills Linda Bobrin Announces Pilot Project to Open Probate Estates and Seek Marriage Licenses Via Videoconferencing**

The ongoing Judicial Emergency for Bucks County has closed the Register of Wills Office for all but virtual appointments. This Judicial Emergency will continue as the county works to combat the COVID-19 virus.

Bucks County Register of Wills Linda Bobrin recognizes that, despite the ongoing health crisis, estates still need to be opened and that people are still seeking to be married. Accordingly, Register Bobrin announces the initiation of a pilot program that utilizes teleconferencing technology to open estates and to obtain marriage licenses.

### **Probate**

Please go to [www.buckscounty.org/rowocrecords](http://www.buckscounty.org/rowocrecords) and log in as a guest. Click the link to e-File Petition for Grant of Letters. You will see a list of the information and documents necessary to begin to open an estate. Please fill out the online form and submit. **For purposes of our pilot program, we require that copies of all the listed documents be scanned and emailed to [eprobate@buckscounty.org](mailto:eprobate@buckscounty.org).** Please put "Request to Open Probate" in the subject line and include a phone number at which the proposed Executor or Administrator or attorney can be reached to make sure the submitted documents are in order. Once the Register is supplied with the necessary documentation, arrangements will be made to set up a videoconference call to take necessary payments (by credit card only) and to swear in the Executor or Administrator.

The original signed documents will then need to be submitted for final review via an overnight delivery service with a tracking system. A prepaid and addressed return envelope must also be submitted. Once the original signed documents are reviewed and accepted, the estate will be opened and Short Certificates issued.

### **Marriage Licenses**

If you would like to apply for a marriage license, please view the [tutorial video](#) before applying: <https://youtu.be/gN2k1MHM95U>

The video will highlight easily missed steps and answer most frequently asked questions. If you do not watch the tutorial video, your application may have delays.

To apply, please visit [www.buckscounty.org/rowocrecords](http://www.buckscounty.org/rowocrecords)

- You may **log in as a guest**. There is no need to create an account.
- Select "**e-file marriage license application**."
- Fill out the information in all tabs. Be sure to **enter the information accurately** as changes to this can be costly.
- Please do not leave the contact information section blank. We need this in order to mail you your marriage license.

- Select "**Submit to County**" when complete but do **NOT** close the window.
- **To PAY AND SCHEDULE:** A Pop-Up will notify you to select "**Print Confirmation**" where "Submit to County" last appeared. Please do not close the page without doing so.

### **Paying and Scheduling**

The "Print Confirmation" window will provide the link to **schedule and pay** for your video call.

- **All appointments are virtual** and all correspondence will be done through video conferencing, physical mail, and email. Ensure the email entered in Square is typed correctly.
- Once you have paid and scheduled, please follow the instructions in the confirmation.

After paying and scheduling, please immediately follow the instructions in the confirmation.

- **You MUST send both applicants government issued photo ID and any applicable divorce decrees or death certificates to [emarriage@buckscounty.org](mailto:emarriage@buckscounty.org) immediately after paying and scheduling. We cannot process your application without these documents.**
- In the **subject line** of your email please include **both applicants' names and the time and date** of your appointment. Please do **NOT** send copies of social security cards or birth records.
- In the body please include your best mailing address and contact number.
- A clerk will be in touch with you within a week to 3 days of your scheduled appointment with a link to the Zoom video call and a pdf of your marriage application.

Once your clerk has provided you the link and application, print the attached marriage application prior to the video call. The application will be signed during the video call and then mailed to our office. Please provide a self-addressed envelope to avoid delay in sending the license.

- If you and your fiancé cannot join the call from the same location, you may both print a copy of the application and join the call through the same link at the same time.
- Please then send back both signed applications in the same envelope.

-Linda Bobrin, Esquire

Register of Wills and Clerk of Orphans' Court

## Answers to Frequently Asked Marriage License Application Questions:

- You do not need to be a Pennsylvania resident. But the marriage must take place in Pennsylvania.
- The marriage license is valid for 60 days. Video appointments are booked one week out from the date of scheduling. Please take this into consideration as well as being mindful of time for mail to move back and forth.
- If either applicant does not understand English, you will need an interpreter. The interpreter **cannot** be the fiancé. They must be over 18 and will also need to send their photo ID.
- The address on your government issued photo ID does NOT need to be your current address.
- The application process and cost is the same for self-uniting/Quaker and Traditional/Officiant licenses. The assigned clerk can help you decide during your video call which license may best suit you.
- Applicants may join the video call from separate locations. They can use the same link and must both have the printed application to sign during the call. The couple must mail their signed applications to our office in the same envelope.
- Applicants will sign the printed application during the video call, mail it to us, and we will mail out your marriage license as soon as the application is received.
- The couple will use the marriage license for the ceremony, return the bottom portion, and then will be mailed the legal marriage certificate.
- Appointments are not refundable.
- Our mailing address is:  
Orphans' Court  
55 E Court St  
Doylestown, PA 18901
- Email: [emarriage@buckscounty.org](mailto:emarriage@buckscounty.org)