

**DOMESTIC PARTNERSHIP APPLICATION**

**READ BEFORE STARTING APPLICATION:** There is a non-refundable \$30.00 fee per couple which includes one certificate of domestic partnership registration. Both parties to this domestic partnership must appear in person at the Office of the City Clerk. You must be able to answer “yes” to all of the questions below and to provide all required documentation in order to register for domestic partnership in the City of Troy.

**Write in print, as clearly as possible.**

Full Legal Name:	
Social Security #:	Phone #:
Current Home Address:	
Birth Date:	Birth Place:
Number of Previous Marriages ending in Divorce:	Legal Annulment: or Death:
I hereby affirm and attest:	
I am at least 18 years of age or older.	YES NO <input type="checkbox"/> <input type="checkbox"/>
I am not legally married to anyone else. If I have been married before, I am submitting proof that the marriage(s) have been legally terminated.	<input type="checkbox"/> <input type="checkbox"/>
I have not had a domestic partnership within the last year.	<input type="checkbox"/> <input type="checkbox"/>
We are not related by blood in a manner that would bar marriage under New York State law.	<input type="checkbox"/> <input type="checkbox"/>
We have shared joint responsibility for basic financial obligations for at least the last six months and will provide proof as described on page 2 of this form.	<input type="checkbox"/> <input type="checkbox"/>
We have shared the same residence for at least the last six months and will provide proof as described on page 2 of this form.	<input type="checkbox"/> <input type="checkbox"/>
We are indefinitely committed to living together and mutually supporting one another financially, physically, and emotionally.	<input type="checkbox"/> <input type="checkbox"/>
We agree to file a termination statement to dissolve the domestic partnership within 30 days after cohabitation has ended.	<input type="checkbox"/> <input type="checkbox"/>
If you fill out the application prior to visiting our office, do not sign. You must sign in person at our office. By signing this application, I hereby swear and affirm that there are no legal impediments to the domestic partnership and that the information contained herein is true and correct to the best of my knowledge.	
Signature:	Date:

## REQUIRED DOCUMENTATION

**All documents must be original or certified copies. No exceptions.** Photocopied, faxed, or digital images are not acceptable. If in another language, each copy must be translated into English and notarized as a certified copy. City law requires that you must have one item from each group below:

**1: Government-issued Photo Identification:** driver's license, resident identification, or valid passport

**2: Proof of Joint Responsibility for Basic Financial Obligations:** You must submit one document to prove that you and your domestic partner share joint responsibility for basic financial obligations. The proof must be dated at least 6 months prior to, and be valid on, the date of your application. Check the appropriate box below to indicate which form of proof you are submitting.

- Joint mortgage or lease agreement / Joint ownership of residence
- Joint wills or designation of the domestic partner as executor and/or primary beneficiary
- Designation of the domestic partner as beneficiary for life insurance or retirement benefits
- Designation of the domestic partner as durable power of attorney or health care power of attorney
- Joint obligation on a loan (may submit a creditor's affidavit for a personal loan)
- Joint ownership of a brokerage investment account
- Joint insurance policy (homeowners or renters policy, motor vehicle policy)
- Joint ownership or lease of a motor vehicle
- Joint financial responsibility for child care (e.g., school tuition, guardianship)
- Joint household budget for the purpose of receiving government benefits
- Status as an authorized signatory on the partner's bank account, credit card or charge card
- Designation of one partner as the representative payee for the other's government benefit
- Joint bank account, credit card, or charge card

**3: Proof of Cohabitation:** You must submit one or more documents to prove that you and your domestic partner have resided together for at least six months. This proof must be issued or dated at least 6 months prior to, and be valid on, the date of your application. You may submit one document on which both names appear or two separate documents that specify each partner's residential address. P.O. boxes cannot be used. Check the appropriate box below to indicate which form of proof you are submitting.

- Valid driver's license or resident identification
- Joint mortgage or lease agreement / Joint ownership of residence
- Bank statement
- Pay check stub
- Automobile registration or insurance policy
- Insurance policy or statement
- Medical bills
- Tax return
- Property tax bill
- Telephone/utility bill

**4. Proof of termination of prior marriages:** You must provide certified copies of judgment of divorce, court-ordered annulment, or a death certificate for each previous marriage.