



Lydia Gardner

Clerk of the Circuit and County Courts
Orange County • Florida
Marriage License Department • Suite 355

Premarital Preparation Course Provider Requirements

If you are interested in being added to the Premarital Preparation Course Provider list for Orange County, please follow the directions below.

On your business letterhead, including your address and telephone number, complete a signed and notarized affidavit requesting to be added as a Premarital Counselor with Orange County.

The affidavit should include the information listed below according to Florida Statute 741.0305.

- Your qualifications, including license number; or if you are an official representative of a religious institution, a statement as to relevant training
- A brief description of the topics covered during counseling
 - State the minimum number of hours spent with couples (Florida law requires a minimum of four (4) hours)
- Please indicate if your counseling is available to the public or church members only

As a course provider you are required to provide couples with a “certificate of completion” or a letter stating the couple’s full names, the date of completion and how the course was conducted. This certificate will need to be presented at the time the couple applies for a marriage license.

To submit a request, please mail or hand deliver your notarized affidavit to:

- Orange County Clerk of Courts Marriage License Department
425 North Orange Avenue
Suite 355
Orlando, FL 32801

Upon receiving your completed affidavit, you will then be added to our list. You may check the listing by going to our web site at www.myorangeclerk.com within three weeks of submitting your affidavit.

If you have any questions, please call (407) 836-2097.