

San Francisco City Hall Wedding Officiant

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Officially
Hitched!



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Your City Hall Wedding Guide!



San Francisco City Hall is the most iconic, majestic, and affordable wedding venue in the Bay Area--and that's saying something!

I never get tired of City Hall--and considering the number of times I go there for weddings or public hearings (several times each week!), that's saying something.

This guide is intended to illuminate the ways you can get married at City Hall. I walk you through what you need in order to become legally married, the location options in City Hall, and the steps to say I do in this beaux arts masterpiece.

More than a "Courthouse" Wedding!

Whether you are eloping, dining under the dome with an evening wedding, or planning an event for 100 guests, this guide can help you plan and prepare.

If you need to hire an officiant, please contact me today to discuss availability.

Also, if you have any questions, simply reach out. Dialogue--via phone, text, or video conference--can go a long way towards deciding what's next.

Lastly, don't forget premarital coaching, so you enter your marriage confidence, eyes wide open, and with the skills to maintain your lifelong commitment.

Rachael A. Tanner



MADDIE & DAN



VICTOR & MARIEL



NICHOLE & KRISTINA

Ways to Wed

Civil Marriage

The San Francisco County Clerk conducts civil marriages and domestic partnership ceremonies at City Hall Monday to Friday from 9 am - 3:30 pm.

Couples can have up to 6 guests attend, including kids and photographers. The locations include the rotunda or a private marriage room. Couples do **NOT** need to hire an officiant. For more info, including scheduling, refer to the [Clerk's website](#).

“Walk In” Ceremony

Just trying to elope? A concise exchange of vows and signing the marriage license? Only a handful (5 or less) of guests? Consider what I lovingly call a "guerilla" ceremony. We choose a date and time, arrive at City Hall, and find a nice location (inside or outside) that isn't too busy at that time where you can exchange vows. City Hall is filled with couples taking photos and other reservation-less wedding activities.

Though slightly unorthodox, this is a great no-fuss option.



*The rotunda,
available for
civil marriages*

Ways to Wed

1 Hour Wedding

Book a "1 hour wedding" Monday to Friday from 9 am - 3 pm. City Hall events offers to spaces for reservation and your exclusive use: The Mayor's Balcony or the 4th Floor North Gallery. Both locations offer privacy and you can add chairs for your guests. For \$1000, you can have up to 100 guests attend. [Check the availability calendar online to find your date!](#)

[Couples need to hire their own officiant.](#)

Two Hour Wedding

Also managed by [City Hall Events](#), two-hour weddings occur on Saturdays as early as 9 am with the last ceremony beginning at noon. For \$5,000 you can accommodate up to 200 guests, have more privacy (City Hall is not open to the public on weekends), and be wed beneath the dome!

[Couples need to hire their own officiant.](#)

Evening Weddings

City Hall is available for full evening weddings on weekdays and weekends. [Check City Hall Events](#) for more details and rental rates.

[Couples need to hire their own officiant.](#)



MICHAEL & JENNY
ZOE LARKIN PHOTOGRAPHY



ZACK & STACIE
ZOE LARKIN PHOTOGRAPHY

Getting Legally Wed

Marriage License

To be legally married, couples must do the following:

First: Obtain a valid marriage license from a County Clerk in the State of California. This can be issued by the San Francisco County Clerk or another County Clerk in the state. **To obtain a marriage license, book an appointment in San Francisco [here](#).**

You will have the option of choosing a confidential or a public marriage license. Most couples served by Officially Hitched choose public marriage licenses. Please consult the Clerk and/or an attorney for any advice on deciding which is best for you.

This is also when you will decide if you would like to change your name. Your "new name" (such as new last name or new middle name) will be included on your marriage license. Either or both partners may elect to change their names.

Both parties to the marriage will sign the marriage license that day. You will leave the appointment with your license.

Bring the license to your wedding ceremony.



JOHN & NICOLE



Getting Legally Wed

Wedding Officiant

Second: Select an authorized person to conduct your wedding ceremony. Your ceremony must include a verbal agreement to enter into marriage together in the presence of your witness. Any other rituals are at your discretion. Collaborate with your officiant to select the right mix of activities, rituals, and sections to include in your ceremony.

Ordained as a minister of American Marriage Ministries, Rachael Tanner is legally able to perform weddings throughout the State of California.

Solemnize the Marriage

Third: Solemnize the marriage. This occurs when the officiant oversees the signing of the license by a witness of your choosing.

If you have a public marriage license, you need at least one witness. You are allowed up to two. In addition, your officiant will sign the license.

For a confidential license, no witness is required. Only the officiant signs the marriage license.



Getting Legally Wed

Return the License

After the Ceremony, your officiant will take custody of the marriage license and return it to the appropriate county authority. The license must be returned to the County which issued the license.

If a couple obtains a public marriage license from the San Francisco County Clerk, your officiant will return it to the San Francisco County Assessor-Recorder. If your wedding is at City Hall, Rachael will return the license immediately following the ceremony. For weekend or evening weddings, the license will be returned the next business day.

Confidential marriage licenses obtained in San Francisco, will be returned to the County Clerk.

Licenses issued by other California Counties can be solemnized in any location at any wedding in any county in California. The officiant will take custody of the license and return it via certified mail to the County Clerk (or other named responsible public agency) following the ceremony.

Certified Copies

A certified copy of your marriage license will NOT be sent to you.
You must request and pay for certified copies.

Consider obtaining multiple copies (3 to 4) so that you can send them out as needed to other agencies when needing to prove you are married.



KEVIN & CHRISTINA



ANGELICA & JERRY



RACHAEL TANNER
ZOE LARKIN PHOTOGRAPHY

MICHAEL & JENNY
ZOE LARKIN PHOTOGRAPHY



Getting Officially Hitched

CHECK DATE

Find out if Officially Hitched is available officiate your date.

Call, send a text message (628) 400.2684), email (Rachael@officiallyhitched.com), or submit an [online form](#) to check their availability.

FREE INTRO CONSULT.

Schedule a free introductory consultation with your officiant.

Find out if you are a good fit to partner together.

Consider scheduling a **free coaching Discovery Session** to explore and address any challenges before the wedding.

ELECTRONIC CONTRACT

Select your preferred package, review and sign the electric contract, and pay the deposit.

You can do all these steps online!

Check out example ceremonies!

COLLABORATE

Set up your first Working Session with your officiant.

Review materials sent ahead of time to prep for your session.

Get Officially Hitched on your big day!

Ceremony Packages

Bespoke

A 100% custom-made ceremony created just for your wedding.

Work with your officiant to create a unique ceremony that includes your love story and where every word and action of the ceremony is crafted specifically for you! This is especially great if you'd like to plan elements "outside the box" for your ceremony.

With a Bespoke package, you really get to know your officiant--by the day of your wedding everyone will think you are old friends!

Package Includes

- Creation of your **custom wedding ceremony**
- Your custom **Love Story**
- Officiating of your wedding ceremony
- **Solemnizing** of your marriage
- **Three 1-hour planning consultations**
- Officiant attendance at your **rehearsal**
- Couple Questionnaire

\$1,488

Weekends

\$1,388

Weekdays

Available any time, year round.

See example Bespoke Ceremonies [here](#).

Write your own love story? Try:

DIY Bespoke Package: \$1,188



Alex & Shagun chose the Bespoke package for their 2-hour Saturday Wedding



JOSH & IRELIA



ZACK & STACIE
ZOE LARKIN PHOTOGRAPHY

Ceremony Packages

Made to Measure

We'll create a customized wedding ceremony for you. During your one-hour consultation your officiant will lead you through planning your ceremony. Then, with your questionnaire answered, your officiant will hand select and customize a ceremony based on your ideas and personality.

In this package, your officiant provides significant guidance in the creation of your ceremony.

Package Includes

- Customized **wedding ceremony**
- **Officiating** your wedding ceremony
- **Solemnizing** of your marriage
- A 1-hour **planning consultation** & 30 minute check in
- Inclusion of **personal stories**
- **Couple questionnaire**

\$858
Weekends

\$758
Weekdays

Available any time, year round.
See example Made to Measure Ceremonies [here](#).

Ceremony Packages

Ready Made

Choose from a wide variety of ceremony scripts. Your officiant will meet with you to review your selection and guide you through additional ceremony planning details. Your officiant will then tailor your favorite script to reflect you and your wedding.

Package Includes

- **Library** of wedding ceremony scripts to choose from
- **Lightly tailored** wedding ceremony
- **Officiating** of your wedding
- **Solemnizing** of your marriage
- 1-hour planning consultation
- **Couple questionnaire**

\$658
Weekends

\$528
Weekdays

Available any time, year round.

See example Ready Made Ceremonies [here](#).



ELLYSE & CRYSTAL
VIVIAN BARTELL PHOTOGRAPHY



SELFIE OF MATTY W/AFOLABI +
BRIANNA



MATTY W/ANGELICA + CHARLES



MIKE & CINDY W/RACHAEL

Ceremony Packages

San Francisco Special

Choose from a library of scripts for your wedding ceremony. Then meet with your officiant to plan the details and make adjustments.

Ceremony lengths run from 5 minutes to 20 minutes. Great for a wedding of any size from living-room-elopements to ballroom nuptials. Excellent if your goal is to **keep it simple!**

Package Includes

- **Library** of wedding ceremony scripts to choose from
- **Solemnizing** of your marriage
- **Officiating** of your wedding
- 30 minute planning consultation

Available any time, year round.

See library of SF Special Ceremonies [here](#).

\$428

1 hour Wedding at SF City Hall

\$328

SF City Hall "Walk In" Ceremony



MICHAEL & JENNY
ZOE LARKIN PHOTOGRAPHY



Officiant Coaching

We take inexperienced friends or family members and turn them into professional grade officiants!

There is nothing like having someone who knows you closely officiate your wedding. Yet, without experience and guidance, the ceremony may not run smoothly or meet your expectations.

Give yourself and your friend-turned-officiant the gift of guidance, experience, and knowledge with officiant coaching.

- **60 minute consultation** w/couple, new officiant, and coach to outline the ceremony.
- **Access to templates** for ceremony preparation, including examples.
- **90 minute 1-1 officiant training** for the new officiant w/coach.
- **Editing** of ceremony draft by coach.

Have a friend or family member officiate!

\$300



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There is nothing like having someone who knows you closely officiate your wedding. Yet, without experience and guidance, the ceremony may not run smoothly or meet your expectations. Get the best of both worlds with officiant coaching.

Available nationwide
and year round.

**Choose from 3 great options
designed to meet the needs of
every officiant.**

Three's Company

Your expert officiant works actively alongside the officiant-in-training (coachee) and with the couple to help craft the ceremony and prepare the coachee to deliver the ceremony.

- 90 minute ceremony planning session w/coachee and couple
- Step-by-step plan to create a custom ceremony or adapt a script
- 60 minute ceremony performance coaching session
- Access to online library and templates
- Ceremony review and editing

\$450

One-on-One

Your expert officiant works directly with the officiant-in-training (coachee) guiding them in preparing and delivering a wedding ceremony.

- Step-by-step plan to create a custom ceremony or adapt a script
- 60 minute ceremony performance coaching session
- Access to online library and templates
- Ceremony review and editing

\$300

Light Touch

If the officiant-in-training has experience or needs limited coaching, this package provides review of the ceremony, prep for officiating, and access to Officially Hitched tools.

- 60 minute ceremony review and performance coaching session
- Access to online library and templates
- Ceremony review and editing

\$200

Pre-Marital Coaching

Use your upcoming wedding as an opportunity to deepen your connection to your partner.

Build-your-own premarital coaching by selecting the areas you want to discuss and explore with your coach.

Using active listening techniques, Rachael will guide you through each topic area to deepen your shared understanding.

Together, you and your partner will identify action steps to take in between sessions to build on your learnings and bring new habits and practices into your relationship.

Try a free Discovery Session and see what pre-marital coaching can bring you!



Every relationship can benefit from intentional reflection, growth, and perspective.

Topics, Skills, and Growth Areas

Money & Finances
Health & Wellness
Home Life
Career
Deal Breakers
Bucket List

Affection & Intimacy
Children & Family
Extended Family
Communication
Love Language
Legal Considerations
Faith & spirituality

Session	6 Sessions	12 Sessions	Single Session
90 minutes	\$1,200	\$2,430	\$228
75 minutes	\$1,070	\$2,020	\$188
55 minutes	\$850	\$1,620	\$150

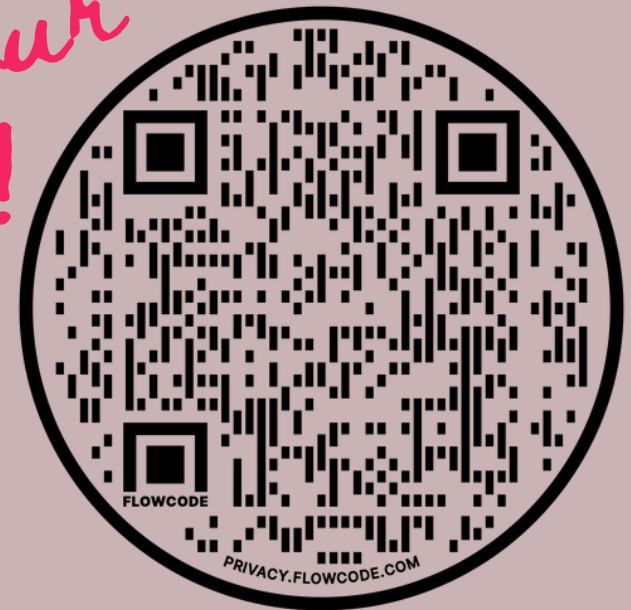
Ask about sliding scale prices in your free Discovery Session. No couple turned away due to monetary challenges.

rachael@officiallyhitched.com
officiallyhitched.com
628-400-2684



Book your free ceremony
consult or coaching Discovery
Session now!

*Check your
date!*



<https://officiallyhitched.as.me/rachael>

<https://officiallyhitched.com/date>



We proudly serve ALL couples.
Woman Owned & Black Owned Business