

PASSPORT PHOTOS

Cost is \$12.66 for 2 photos.

Passport applications are issued in the Clerk of Court's office.

TIMBER CUTTING NOTICES

A timber permit must be filled out by the individual submitting the request. The following information is required:

- Parcel #'s
- Must list all landowner's names/address that are on tax bill
- Pulper's name/address/phone/email/fax #
- Land description, ie; NW1/2, SW 1/2 as well as township, range & section

You will not be able to obtain a permit if you do not have this information with you.

WORK PERMITS

In order to obtain a work permit the minor must bring with them the following:

- Proof of age (birth certificate, WI driver's license, baptismal certificate or WI ID card)
- Letter from employer that includes their address and phone, job duties to be performed and hours minor will be working
- Parent/guardian written consent
- Social Security card
- \$10.00 permit fee
- School address minor attends or School district

ADAMS COUNTY CLERK

Cindy Phillippi

PO Box 278

Friendship, WI 53934

Phone: 608-339-4272

cphillippi@co.adams.wi.us

DEPUTY CLERKS

Cheryl Kroening & Barb Waugh

CLERK/TYPIST

Sharon Kuhnau

Ashley Seehafer

Telephone: 608-339-4200

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400 North Main Street

Entrance D

Friendship, WI 53934

ADAMS COUNTY CLERK'S OFFICE

Because we want you to know
more about us.....



Office Hours:
Monday - Friday
8:00 a.m. - 4:30 p.m.

Closed the following Holidays:
New Year's Day, Spring Break,
Memorial Day, Independence Day,
Labor Day, Veteran's Day,
Thanksgiving Day,
Day after Thanksgiving, Last
working day prior to Christmas &
Christmas Day

co.adams.wi.gov

The County Clerk's Office is responsible for a multitude of tasks including:

- Board Claims
- Board Packets
- Elections
- Meeting Notices
- Minutes/Correspondence
- Ordinances/Resolutions

More detailed information may be obtained from the Clerk's Office or by visiting our website at co.adams.wi.gov

DNR AGENT

Hunting and fishing licenses are available. Please have the following with you:

- Driver's License
- Social Security number
- DNR number/Old license if available

RESIDENT DISABLED LICENSE

YOU MUST PROVIDE one of the following each time you apply:

- Social Security Disability Award Notice received within the past 365 days. OR
- Letter from Social Security stating you are receiving disability benefits—must also be dated within the past 365 days.

RESIDENT DISABLED VETERAN'S FISHING LICENSE

- Letter from Veteran's Admin. stating you receive disability benefits and the percentage of disability (must be at least 70% and service related).
- A WI State Park & Forest Disabled Veteran or former POW ID Card by DNR.

A laminated copy will be made upon your request for a fee of \$1.00

RECREATIONAL VEHICLES

Renewals may be done if already registered in your name. Applications are available here for new registrations of ATV,UTV, snowmobiles & boats which need to be mailed in by you.

Trailers are registered with a MV1 form which can be done in our office.

DMV AGENT **VEHICLE REGISTRATION/RENEWAL**

METAL PLATES (Car, Truck & Motorcycle)

In order to obtain a metal plate you must possess the following:

- Title & Drivers license or Social Security #
- Appropriate fees
- Lien release if secured party on title
- A \$16.65 processing fee
- Must be here in person

All minors must have their parent/legal guardian's signature notarized on back of MV1 form when registering vehicles.

TEMPORARY PLATES

In order to obtain a Temporary plate you must possess the following:

- Title; appropriate fees
 - Lien release if applicable
 - A separate \$5.00 counter fee
- Temporary plates are good for a period of 3 months and cannot be used for:
- Motor homes, trailers, collector plates, or motorcycles.

RENEWAL STICKER

Bring in your registration card or license plate number to renew your plates. Plate renewal fees are based on plate type. Plates that have expired will incur an additional late fee of \$10.00. There is a \$10.00 processing fee for this service.

OUT OF STATE

A 30-day temporary plate may be issued to a Wisconsin vehicle purchased by a person driving it to another state. Must have signed title. There is an \$8.00 fee associated with this transaction.

MARRIAGE LICENSE

The following items are **REQUIRED** when applying for a marriage license:

- **Birth certificates**-on certified water-marked paper. **NO COPIES**
- Social Security #'s
- Date of marriage & location
- Person performing marriage, their address and phone number
- Proof of residency for both applicants
- Certified final judgement divorce papers if applicable must be signed & dated
- Death certificate of former spouse if applicable. **NO COPIES**

Allow 30-40 minutes to process this paperwork. Apply in the county in which you have resided for the past 30 days. You may be married anywhere within the state. If you are not a WI resident, obtain your license in the county in which you intend to be married. Both parties must be present when applying and picking up the license. **The fee is \$75.00.** *Price will be \$85.00 starting January 1, 2017.*

There is a 5-day waiting period before the license is issued. With **just cause and preapproval** this 5-day waiting period may be waived for an additional fee of \$25.00. The license is good for 30 days from the date issued.

Individuals under 18 must have parents or legal guardian fill out consent papers. No one under the age of 16 may marry.

**Business transactions
are from 8:30 am until 4:00 pm.**

CASH OR CHECK PREFERRED
We accept MasterCard, Discover, American Express, and Visa credit / debit cards. There is an extra convenience fee added on.