

Application for Marriage or Death Certificate

Each section must be FULLY completed

Applicant Information

(Please see important information on reverse regarding who is entitled to apply for a marriage certificate and acceptable ID)

1 Name			
Mailing Address			FOR OFFICE USE ONLY
City & Province		Postal Code	
Home Telephone	Bus. Telephone	Email	
Signature of Applicant		Please check only one of the following: I will pick up the certificate, or <input type="checkbox"/> Send certificate by mail <input type="checkbox"/>	

If MARRIAGE Certificate(s) required complete this section (please print)

2 Surname Before Marriage	All Given Names	Female <input type="checkbox"/>	Male <input type="checkbox"/>	X <input type="checkbox"/>	Birthplace
Surname Before Marriage	All Given Names	Female <input type="checkbox"/>	Male <input type="checkbox"/>	X <input type="checkbox"/>	Birthplace
Date of Marriage Month _____ Day _____ Year _____	Place of Marriage (City or Town)	NL		Certificate Required Marriage Certificate <input type="checkbox"/>	Certified Copy of Marriage Registration <input type="checkbox"/>
State your relationship to the parties to the marriage Self <input type="checkbox"/> Other <input type="checkbox"/> Specify _____ <small>Requires Written Authorization From Eligible Applicant (see Reverse For Details)</small>					

CONSENT Please see important information on reverse regarding who is entitled to apply for a Marriage Certificate

3 If you are not one of the individuals named on the marriage certificate requested, written consent is required. Please ensure that this section is signed by either of the parties to the marriage or that a signed and dated letter of consent is provided with your application.	
I, _____, authorize that my marriage certificate be issued to the applicant stated above <small>Person named on marriage certificate</small>	
and I affirm I have known the person who is acting on my behalf for at least one (1) year.	
Signature of person named on marriage certificate _____	Date _____

If DEATH Certificate(s) required complete this section (please print)

4 Surname of Deceased	All Given Names	Female <input type="checkbox"/>	Male <input type="checkbox"/>	X <input type="checkbox"/>
Date of Death Month _____ Day _____ Year _____	Place of Death (city or Town)	NL		
Permanent Residence of Deceased Prior To Death	Marital Status	Date of Birth Month _____ Day _____ Year _____		
State your Relationship to the Deceased	Certificate Required Death Certificate <input type="checkbox"/> Certified Copy of Death Registration <input type="checkbox"/>			

For Office Use Only

5	Search	Initials	Date	Record No.
	Second Search			Date Of Registration
	Issued			Certificate No.
	Acceptable ID Presented? Yes <input type="checkbox"/> No <input type="checkbox"/>	Entitled? Yes <input type="checkbox"/> No <input type="checkbox"/>		File No.
				Receipt No.
				Amount Received
			Refund	

Method of Payment

6	Cash <input type="checkbox"/>	Cheque <input type="checkbox"/>	Money Order <input type="checkbox"/>	Visa <input type="checkbox"/>	Mastercard <input type="checkbox"/>	Expiry Date: _____
	Credit Card Number _____				Signature _____	

PRIVACY NOTICE

Personal information contained on this form is collected under the authority of the *Vital Statistics Act, 2009*. The Information provided will be used to fulfill the requirements of the *Vital Statistics Act* for the release of marriage and death information. If you have any questions about the collection or use of this information, please contact a Vital Statistics representative at (709) 729-3308.

Who is entitled to apply for a marriage certificate?

- The person is at least 19 years of age.
- Either party to the marriage.
- A designated person who has known the person making the designation for at least one year and has signed a statement to that effect in the form set by the minister.
- Satisfies the registrar general that they are acting on behalf of or employed by a government, charitable or non-profit organization providing social support or social services to the person making the designation and has signed a statement to that effect in the form set by the minister.
- A person with an order from the Court.
- When one or both parties to the marriage are deceased, the registrar general may issue a certificate of marriage or certified copy of registration of marriage to the child, parent or executor or administrator of the deceased party's estate, or to another relative of the deceased party where there is no child or parent (proof of death is required).

Who is entitled to apply for a death certificate?

- Any person may apply for a death certificate.

Identification required

Any person applying for a certificate is required to present acceptable identification - one piece of photo ID or two pieces of other ID, at least one of which contains their signature or address. A person who has written authorization to apply for or pick up someone else's certificate is required to present their own ID. Persons applying by mail are required to submit photocopies of their ID documents.

To avoid delay

Complete the appropriate section in full (All requests with incomplete information must be accompanied by a written explanation for the omission.)

Payment must be enclosed with the application and can be either by cheque or money order (Canadian Funds) payable to the Newfoundland Exchequer Account.

Be sure your address and telephone number are correct and are clearly printed.

Please indicate whether you wish to receive your certificate by mail or will pick it up.

Marriage Certificates

Long form only is available and contains the name of each party to the marriage, date of marriage, place of marriage, registration number, registration date, and date issued.

Death Certificates

Long form only is available and contains the name, date of death, place of death, age, sex, registration number, registration date, marital status and date issued.

Certificates contain information extracted from the original registration filed in our office.

Service is available at:

Vital Statistics Division
Motor Registration Building
149 Smallwood Drive
Mount Pearl, NL A1B 4J6
Telephone: (709) 729-3308

or visit our website: <http://www.gov.nl.ca/dgsnl/department/bmd-contact/>