



Request for Marriage or Death Certificates

1. To be mailed to:

Your name (First, middle, last)	
Street number and name	Apartment #
City, town or village	
Province	Postal Code

You can only use this form to get certificates for marriages or deaths that happened in Ontario. We keep records of marriages for 80 years and deaths for 70 years. If you need older records, contact the Archives of Ontario. You can find more information on the opposite page.

Please **PRINT** clearly in blue or black ink and sign Section 4.

If you have any questions, please contact the Office of the Registrar General at 1-800-461-2156 or 1-416-325-8305.

2. What documents do you want?

Please read the opposite page to find out if you're entitled to receive the information you're asking for.

Marriage Certificate

Name of Groom (Last, first, middle)

Name of bride (Last name before marriage, first, middle)

Any other last name used

Date of Marriage
Day | Month | Year

Place of Marriage (City, Town, or Village)

Ontario

How many copies of each type of certificate do you want? Print number in the appropriate box. (there is a charge for each certificate.)

Certificate (includes basic information, such as name, date and place of marriage)

Long form (contains all registered information, including signatures)

Marriage letter (usually needed to get married in some countries)

Death Certificate

Name of Deceased (Last, first, middle)

Date of Death
Day | Month | Year

Place of Death (City, Town, or Village)

Ontario

Age

Sex

If the person was married or in a common-law or same-sex relationship, name of spouse or partner

Father's Name (Last, first, middle)

Mother's name (Last name before marriage, first, middle)

How many copies of each type of certificate do you want? Print number in the appropriate box. (there is a charge for each certificate.)

Certificate (includes basic information, such as name, date and place of death)

Long form (contains all registered information, including signatures)

3. Fees and Payment?

Please read the *Fees and Payment* section on the opposite page to find out how much you have to pay.

How are you paying?

Cheque or money order. Please make payable to: Minister of Finance OR VISA Mastercard American Express Total amount enclosed \$

Name of cardholder

Signature of cardholder

Card Number

Expiry date (m/y)

4. Important information and signature

By signing below, you are stating that you are entitled to, and authorize the Office of the Registrar General to issue the requested information and that you consent to the Minister of Consumer and Business Services collecting information about yourself and the person(s) named on the record (if other than yourself) from such other sources as may be necessary in order to verify the information on this form and your entitlement to the service requested.

If you have asked someone to obtain the information on your behalf, print the person's name here _____

Why are you requesting this certificate?

What is your relationship to the person named on the certificate? (eg. self, mother, father)

Signature of entitled person

X

Date Signed
Day | Month | Year

Home telephone number

()

Work telephone number

()

Please read the following instructions carefully before completing your application.
Please print clearly using a black or dark blue pen. Do not use a pencil.

1. Ontario Registrations Only:

Please note that the attached application form applies only to **Ontario** deaths or marriages. The Office of the Registrar General cannot provide any information regarding deaths or marriages that happened outside of Ontario.

2. Available Records:

Only the following records are held by the Office of the Registrar General. If the event you are applying for is not registered you will receive a notice from our office.

Marriages - for marriages that occurred during the past 80 years
Deaths - for deaths that occurred during the past 70 years

Records for events occurring after 1868, but prior to the years held by the Office of the Registrar General, are available from the Archives of Ontario. Inquiries about these records should be directed to:

The Archives of Ontario
77 Grenville Street
Toronto ON M7A 2R9 Attn: Vital Statistics Reference Archivist

or: Telephone the Vital Statistics Hot Line at (416) 327-1593

3. Entitlement to Certificates/Certified Copies:

If the entitlement/authorization section (4) of your application is not completed in full, it will be returned to you.

Please note that there are restrictions as to who may obtain a certificate or certified copy of a marriage, or death registration. The following individuals may obtain a certified photostatic copy or certificate of:

- Marriage:**
- a) the bride or groom named on the registration
 - b) children of the marriage if bride/groom deceased
 - c) parents of the deceased bride/groom
 - d) the closest next-of-kin, executor, or estate trustee, and either the bride or groom is deceased.
- Death:**
- a) no restrictions on death certificates
 - b) certified photostatic copies of registrations are restricted to next of kin and their authorized representative
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4. Fees and Payment:

Here are the fees for each type of certificate if you order by mail. There are no taxes for these documents.

Certificate (includes basic information, such as name, date and place of event) - \$15.00 each
Long Form (contains all registered information, including signatures) - \$22.00 each
Confirmation letter (a letter providing results of a search of our records) - \$15.00 each

You may also get same-day service at one of our public counters for an additional \$15.00 for each document. Some restrictions apply.

If you are sending your payment from anywhere other than Canada or the US, you must pay with an international money order in Canadian funds drawn on a Canadian clearing house, or by VISA, MasterCard, or American Express. US applicants may submit a US Postal money order in US funds.

Note: Our Office does not accept post dated cheques. A fee of \$35.00 will be charged for dishonoured cheques.

5. Mail the Completed Application and Payment to: Office of the Registrar General
P.O. Box 4600
189 Red River Road
Thunder Bay ON P7B 6L8

Fax In Service: You can fax your application (with credit card payment only) to **807-343-7459**.

Walk-in/Same Day Service: You can also drop off your application or get same day service at our public counters. Call our enquiry number below for locations throughout Ontario.

For telephone enquiries: from the 416 area code, dial 325-8305
from the rest of Ontario, dial 1-800-461-2156
from outside of Ontario, dial 1-416-325-8305