

# Application for Marriage or Death Certificate

**Vital Statistics Division**  
Service NL  
P. O. Box 8700  
St. John's, NL A1B 4J6  
Telephone: (709) 729-3308  
Website: <http://servicenl.gov.nl.ca>  
e-mail: [vstats@gov.nl.ca](mailto:vstats@gov.nl.ca)

**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			<b>FOR OFFICE USE ONLY</b>
Mailing Address			
City & Province		Postal Code	
Home Telephone	Bus. Telephone	Fax No. (if applicable)	
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"/>	Birthplace
Surname Before Marriage		All Given Names		Male <input type="checkbox"/>	Birthplace
Date Of Marriage		Place of Marriage (City or Town)			
Month	Day	Year	<b>NL</b>		
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>	
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"/>
Date of Death		Place of Death (city or Town)		<b>NL</b>	
Month	Day	Year	Place of Birth		
Permanent Residence of Deceased Prior To Death				Date of Birth	
State your Relationship to the Deceased				Month	Day
				Year	

**For Office Use Only**

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

**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 Client representative at your nearest Government Service Centre.

### Who is entitled to apply for a marriage certificate?

- Either party to the marriage.
- A person with written authorization from a party to the marriage.
- A person with an order from the Court.
- When a party to the marriage is deceased (proof of death is required):
  - the children or parents of the deceased party;
  - the executor, trustee or administrator of the estate; or
  - a person with written authorization from one of the above.

### 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 or fax 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 the following locations:**

### Government Service Centres

**NOTE: All mailed in requests should be sent to Mount Pearl office for processing.**

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

**HARBOUR GRACE OFFICE**  
P. O. Box 512  
7-9 Roddick Crescent  
Harbour Grace, NL A0A 2M0  
Telephone: (709) 945-3106/3107

**CLARENVILLE OFFICE**  
8A Myer's Avenue, Suite 102  
Clarenville, NL A5A 1T5  
Telephone: (709) 466-4061/4068

**GANDER OFFICE**  
Fraser Mall, 230 Airport Blvd.  
P. O. Box 2222  
Gander, NL A1V 2N9  
Telephone: (709) 256-1420

**GRAND FALLS-WINDSOR OFFICE**  
3 Cromer Avenue  
Grand Falls-Windsor, NL A2A 1W9  
Telephone: (709) 292-4206/4259

**CORNER BROOK OFFICE**  
Sir Richard Squires Bldg.  
Corner Brook, NL A2H 6J8  
Telephone: (709) 637-2414

**HAPPY VALLEY-GOOSE BAY OFFICE**  
2 Tenth Street  
P. O. Box 3014, Strn. "B"  
Happy Valley-Goose Bay, NL A0P 1E0  
Telephone: (709) 896-5428/5430

**MARYSTOWN OFFICE**  
1 Harris Drive  
P. O. Box 698  
Marystown, NL A0E 2M0  
Telephone: (709) 279-0837

**STEPHENVILLE OFFICE**  
35 Alabama Drive  
Stephenville, NL A2N 3K9  
Telephone: (709) 643-8650/8635

**ST. ANTHONY OFFICE**  
6 - 8 North Street  
P. O. Box 28  
St. Anthony, NL A0K 4S0  
Telephone: (709) 454-8833

**LABRADOR CITY OFFICE**  
118 Humphrey Road  
Labrador City, NL A2V 2J8  
Telephone: (709) 944-5282

**website: [http://www.servicenl.gov.nl.ca/departement/bmd\\_contact.html](http://www.servicenl.gov.nl.ca/departement/bmd_contact.html)  
e-mail: [vstats@gov.nl.ca](mailto:vstats@gov.nl.ca)**