

Marriage or Death Certificate Application

MAILING ADDRESS INFORMATION - Please Print				Office Use Only - Our File #							
Surname		Given Names						Mailing Address			
City		Province/State						Country		Postal Code	
Civic Address (If different than above)											
City		Province/State						Country		Postal Code	
Home Number		Work Number		Fax Number		E-mail address					

MARRIAGE CERTIFICATE DETAILS - INCLUDE FRENCH SYMBOLS IF APPLICABLE

Date of Marriage	Month	Day	Year	Place of Marriage (City, Town, or Village)	Province	<i>Nova Scotia</i>	
Surname Before Marriage							
First Name			Middle Name(s)		<input type="checkbox"/> Male <input type="checkbox"/> Female		
Birth Place - City, Town, or Village				Province/State		Country	
Surname Before Marriage							
First Name			Middle Name(s)		<input type="checkbox"/> Male <input type="checkbox"/> Female		
Birth Place - City, Town, or Village				Province/State		Country	

DEATH CERTIFICATE DETAILS - INCLUDE FRENCH SYMBOLS IF APPLICABLE

Surname							
First Name			Middle Name(s)		Age	<input type="checkbox"/> Male <input type="checkbox"/> Female	
Date of Death	Month	Day	Year	Place of Death (City, Town, or Village)	Province	<i>Nova Scotia</i>	
Residence Before Death	City, Town, or Village			Province/State		Country	

SERVICES REQUESTED - Please indicate if more than one copy is required

<input type="checkbox"/> Short Form: \$33.00 per certificate		<input type="checkbox"/> Certified Copy: \$39.90 per document	
<input type="checkbox"/> Long Form: \$39.90 per certificate - Death Certificate only		<input type="checkbox"/> Courier Service \$20.00	
Payment Type	Submitted by	Credit Card	Submitted by
<input type="checkbox"/> Cheque	<input type="checkbox"/> Mail	<input type="checkbox"/> Visa <input type="checkbox"/> American Express	<input type="checkbox"/> Mail <input type="checkbox"/> In person
<input type="checkbox"/> Money Order	<input type="checkbox"/> In person	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Fax _____
<input type="checkbox"/> Credit Card - Complete credit card section on right		Credit Card Number _____	
<input type="checkbox"/> Interac/Cash payment may only be made in person at the counter		Name as shown on credit card _____	
		Expiry Date _____	
Your Signature _____		Cardholder Signature _____	

YOUR RELATIONSHIP TO EVENT (MARRIAGE OR DEATH)

<input type="checkbox"/> Self	<input type="checkbox"/> Mother	<input type="checkbox"/> Father/Other Parent	<input type="checkbox"/> Spouse	<input type="checkbox"/> Other - Please indicate relationship
Reason Certificate required				
Note: If above particulars are not completed in full, or if the correct payment per service requested is not enclosed, your request cannot be processed.				

IMPORTANT INFORMATION

To Avoid Delay

- Complete all sections **in full**. (All requests with incomplete information must be accompanied by a written explanation for the omission. If any portion of the relevant event information is left blank, the application will be returned for completion.)
- Be sure you are authorized to make the request (see Section 3 below)
- It is against postal regulations to send cash through the mail. Payment in Canadian funds should be forwarded by cheque, bank draft or money order made payable to the Minister of Finance.
- If you are paying by credit card, include the card number, expiry date, and the actual name of the cardholder that appears on the card. NOTE: Only Visa, MasterCard and American Express are accepted.
- Be sure your address and telephone number are correct and clear.

1) Fees - As noted for each requested copy on the front of this form.

2) Information provided on Marriage Certificate

- Short Form Certificate*: Names of parties to the marriage, date of marriage, place of marriage, registration number, registration date and date issued.
- Long Form Certificate*: (see certified copy below)
- Certified Copy*: The certified photographic copy of the original marriage registration contains all of the information on a short form certificate and may contain the following information of both parties to the marriage: marital status, age, religious denomination, residence, place of birth, full name of parents, birthplace of parents, marriage officiant.

Information provided on Death Certificate

- Short Form Certificate*: Given and surname, sex, date of death, age, place of death, registration number, registration date, date issued.
- Long Form Certificate*: The Long Form Death Certificate contains all the above information and the following, **if** recorded on death record; date of birth, place of birth, residence, occupation, marital status, name of spouse, names of parents, attending physician, funeral director, disposition, place of disposition, name of informant, address, relationship.
- Certified Copy*: The certified photographic copy of the original death registration contains all of the information on a long form certificate as well as medical cause of death.

3) Who qualifies to apply for a Marriage Certificate

Short form marriage certificates may be released to any person who has a valid reason for requiring the document.

Certified copies may be released to:

- either party to the marriage
- a lawyer representing one of the parties to the marriage in a divorce action
- to a third party upon the written consent of one of the parties.

Who qualifies to apply for a Death Certificate

Short form death certificates may be released to any person who has a valid reason for requiring the document.

Long form death certificates may be released to:

- next-of-kin of the deceased
- trustee or executor of an estate

Certified copies of death registrations containing cause of death are released only to next-of-kin or an executor of an estate in selected circumstances and with authorization of the Minister or a court order.

Other Services

Birth certificates, legal change of name, domestic partnership registrations, and genealogy searches. To obtain an application for any of these services, please visit one of our offices, or contact us by telephone at 1-877-848-2578 or on the internet at: novascotia.ca/sns/access/vitalstats.asp

The information on this form is collected under the authority of the Vital Statistics Act (Revised Statutes of Nova Scotia 1989, chapter 494). The information provided will be used to fulfill the requirements of the Vital Statistics Act for the release of marriage or death information. If you have any questions about the collection or use of this information, please contact Vital Statistics at 1-877-848-2578.

Mailing Address:

Vital Statistics
P.O. Box 157
Halifax, Nova Scotia
B3J 2M9 Canada

Enquiries:

Local: (902) 424-4381
Toll Free: 1-877-848-2578 (Nova Scotia only)
Fax: (902) 450-7313
E-mail: vstat@novascotia.ca

Or Visit Our Office:

300 Horseshoe Lake Drive
Bayer's Lake Business Park
Halifax, Nova Scotia
B3S 0B7 Canada

Hours: 8:30 a.m. to 4:30 p.m. Monday to Friday, except holidays.

Website and ordering online: novascotia.ca/sns/access/vitalstats.asp