

**N.B.:** An attestation does not replace a certificate or copy of an act.

Before completing this form, we recommend that you read the instructions on back.

For office use only

**Section 1: Identification of applicant – Personal information (required section)**

1. Applicant's surname		2. Applicant's given name	
3. Home address (number, street, municipality, province and country)			4. Postal code
5. Area code	Phone number (home)	6. Area code	Phone number (cell)
7. Area code	Phone number (work)	Ext.	
8. This request is for <input type="checkbox"/> Myself <input type="checkbox"/> Other : _____		9. Reason justifying the request when information other than that appearing on a certificate is requested	

**Section 2: Attestation requested and search period (required section)**

10. <input type="checkbox"/> Birth <input type="checkbox"/> Marriage <input type="checkbox"/> Civil union <input type="checkbox"/> Death	11. Specify the search period requested From _____ To _____ Start year _____ End year _____
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**Section 3: Identification of the person concerned (required section)**

12. Surname		13. Usual first name	
14. Other given names		15. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	16. Date of birth Year _____ Month _____ Day _____
17. Place of birth (municipality, province or country if abroad)		18. Place of registration of birth, if before 1994 (parish, place of worship, municipality)	
19. Mother's maiden name		20. Mother's given name	
21. Father's surname		22. Father's given name	



**Section 4: Marriage or civil union – Fill out this section if you are requesting an attestation of marriage or civil union.**

23. If the person concerned is divorced	Date of divorce or dissolution of civil union Year _____ Month _____ Day _____	24. Is there a divorce certificate or a divorce judgment concerning this union? <input type="checkbox"/> Yes <input type="checkbox"/> No
25. Date of marriage or civil union Year _____ Month _____ Day _____	26. Place of registration of marriage or civil union (municipality, place of worship, province, or country if abroad)	
27. Spouse's surname		28. Spouse's first name
29. Sex of spouse <input type="checkbox"/> Male <input type="checkbox"/> Female	30. Spouse's date of birth Year _____ Month _____ Day _____	31. Spouse's place of birth (municipality, province or country if abroad)
32. Family name of the spouse's mother (maiden name)		33. Given name of the spouse's mother
34. Family name of the spouse's father		35. Given name of the spouse's father

**Section 5: Death – Fill out this section if you are requesting an attestation of death.**

36. Date of death Year _____ Month _____ Day _____	37. Place of death (municipality, province, or country of abroad)
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**Section 6: Method of payment**

Refer to the instructions to determine the total amount payable.		38. Amount payable: \$ _____
39. <input type="checkbox"/> Cash (service counter only) <input type="checkbox"/> Debit card (service counter only) <input type="checkbox"/> Postal or bank money order <input type="checkbox"/> Cheque* * An additional \$35 fee applies to cheques returned for insufficient funds.	40. Credit card number <input type="checkbox"/>  _____ <input type="checkbox"/>  _____	41. Expiry Month _____ Year _____
	I authorize the Directeur de l'état civil to charge to my credit card the amount entered in Box 38 "Amount payable" of this section. X _____ Cardholder's signature	

**Section 7: Applicant's signature**

42. X _____ Applicant's signature	43. Year _____ Month _____ Day _____
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**The attestation request**

Articles 147 and 148 of the Civil Code of Québec state: "An attestation deals with the presence or absence in the register of an act or of a notation required by law to be made in the act. The Directeur de l'état civil [...] issues an attestation to all persons who apply therefor if the particular or fact it attests to is of the kind which appears on certificates; otherwise, he issues it only to persons who establish their interest."

To obtain an attestation of an act of civil status, you must provide precise information on the act being attested to. When information other than that appearing on a certificate is sent to us, the requester must establish his interest in Box 9 of the form. The registrar may require a person to produce documents or information to verify his or her identity or interest.

**Fees**

Issuing attestations	Regular processing	Delivery by regular mail	\$ 6
	Accelerated processing	Delivery by Xpresspost within Canada Delivery by regular mail outside Canada	\$ 35

**N.B.:** When a search is required to find the exact information and make the attestation, the following additional fees can be expected:

Minimum fee (covers a period of 5 years or less)	\$ 20
Fee per additional year of search	\$ 4

Make sure that your payment is **sufficient** to cover all research fees.

For **processing times** for each type of service, please see our website or communicate with us by phone or email.

**What payment methods are accepted?**

Depending on how you submit your request, the following payment methods are accepted:

Service counter	Credit card, cheque, postal money order, bank money order, debit card, cash
By mail	Credit card, cheque, postal money order, bank money order
By fax	Credit card

**ATTENTION:**

- **Postdated cheques are not accepted.** The request and cheque will be returned to sender.
- Payment by cheque may extend the processing time.

**How to send your attestation request?**

<p><b>In person, at one of our service counters:</b></p> <p>City of Québec: Le Directeur de l'état civil 2535, boulevard Laurier, Ground Floor Québec</p> <p>Montréal : Le Directeur de l'état civil 2050, rue De Bleury, Ground Floor Montréal</p>	<p><b>By mail:</b> Le Directeur de l'état civil Publicité du registre 2535, boulevard Laurier Québec (Québec) G1V 5C6</p> <p><b>By fax:</b> 418 643-3923</p>
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**Note**  
If you fax your request, the documents may not be clear and may be illegible. If this occurs, we will be unable to process your request and additional delays must be anticipated.

**How to contact us?**

For information, please contact the Directeur de l'état civil:

Phone: City of Québec: 418 643-3900	Mail: Le Directeur de l'état civil
Montréal: 514 864-3900	2535, boulevard Laurier
Toll free Québec: 1 800 567-3900	Québec (Québec) G1V 5C6
Email: <b>etatcivil@dec.gouv.qc.ca</b>	

You are invited to visit our Web site ([www.etatcivil.gouv.qc.ca](http://www.etatcivil.gouv.qc.ca)) to obtain general information or download our forms. You may fill out the forms on screen, then print, sign and date them, and send them in.