



APPLICATION FOR MILITARY SERVICE INFORMATION

There are no restrictions on military records for the First World War (1914-1918) or earlier. Proof of death is not required. If you have Internet access, please consult our Web site www.collectionscanada.gc.ca/genealogy for information about how to access those records. Select Sources by Topic: Military.

Criteria concerning the release of personal information from service files after 1918, including Second World War files:

- Access to personal information relating to an individual who is still living requires that person's signed consent.
- If the individual has been deceased for less than 20 years, limited information may be released to immediate family. Proof of death and relationship must be provided.
- There are no restrictions on access to information relating to an individual who has been deceased for more than 20 years. Proof of death is required.

Proof of Death: A copy of a death certificate, newspaper obituary or funeral home notice. Note that proof of death is not required if the individual died while serving.

Proof of Relationship: A photocopy of a document that clearly demonstrates the relationship between yourself and the individual concerned. Both names must appear on the document (e.g. a newspaper obituary, baptismal certificate or full-form birth certificate). A wallet-sized birth certificate that does not indicate parents' names is not accepted.

Immediate Family: A parent, spouse, child, sibling or grandchild of the individual.

DETAILS OF SERVICE PERSON (please print)

Surname _____ Given name(s) _____
 Date of birth _____ Place of birth _____
 Service number, rank or SIN _____
 Branch of service:
 Army Navy Air Force Wartime Regular Service Reserve
 Dates of service (approximate years) _____
 Father's name _____ Mother's name _____
 Name of spouse _____

WHAT DOCUMENTS ARE YOU REQUESTING?

Copy of discharge certificate Genealogy package (copies of selected documents that highlight/summarize the individual's service; only available for records after 1918)
 Other (specify) _____

Reason for request

Pension/Benefits Bursary/Scholarship Employment Veterans' organization(s)
 Family history Other (please specify) _____

YOUR CONTACT INFORMATION (please print)

Your name _____
 Address _____
 Telephone _____ Postal Code _____
 E-mail _____ Fax _____
 Your signature _____ Date _____

Complete and send by mail or fax to:

Personnel Records, Library and Archives Canada
395 Wellington St. Ottawa ON K1A 0N4

Fax: (613) 947-8456