



Vital Statistics Division
Marriage Certificate Application

Office Use Only:
Registration #:
Completed:
Certificate #:
Receipt #:
Issue Date:

APPLICANT'S INFORMATION - PLEASE PRINT (Person completing this request)

Form with fields for Surname, First and Other Given Names, Mailing Address, City, Province/State, Country, Postal Code, Daytime Contact Number, Email Address, Applicant's Signature, and Date (MMDDYY).

MARRIAGE DETAILS - USE MAIDEN SURNAME AS STATED ON BIRTH REGISTRATION IF MARRIED

Form with fields for Date of Marriage (Month, Day, Year) and Place of Marriage in Prince Edward Island (city/town, village).

SPOUSE

Form for the first spouse with fields for Surname prior to Marriage, First Name, Second and Other Given Names, Birth Place, and Sex (Male, Female, Non-binary).

SPOUSE

Form for the second spouse with fields for Surname prior to Marriage, First Name, Second and Other Given Names, Birth Place, and Sex (Male, Female, Non-binary).

YOUR RELATIONSHIP TO THE MARRIAGE EVENT

Form with questions: Are you one of the persons whose name is listed on the certificate? If not, what is your relationship to the persons whose marriage is shown on the certificate? Reason certificate required: and a note about consent forms.

CERTIFICATES REQUESTED, FEES AND PAYMENT METHOD - Please indicate types and # of certificates requested Total Qty. Fee(s)

Table with 3 columns: Certificate Type, Total Qty., Fee(s). Includes options for Long Form, Certified Copy, Courier Fee, Rush Service, and Emergency Service. Includes a section for Method of Payment (Cash, Debit Card, Cheque/Money Order, Visa, MasterCard) with a Total column.

Payee Information - Complete Section below
Name as shown on Credit Card, Debit Card, Cheque or Money Order
Signature

Credit Card information to be removed as soon as the credit card payment is processed and the approval number received.



OFFICE USE ONLY

PLEASE DO NOT PROVIDE CREDIT CARD NUMBER AND EXPIRY DATE IF PAYMENT IS IN PERSON AT COUNTER.

Credit Card Number _____ Expiry Date _____

IMPORTANT INFORMATION

1) Who is eligible to apply for a Marriage Certificate?

Marriage certificates may be released to:

- a) You, if the record pertains to your own marriage.
- b) A person on the authority in writing of a person named in the certificate/registration (Completed consent form must be completed, statutory declaration signed, with government issued photo ID provided.)
- c) A lawyer who specifically indicates they are working on behalf of an individual named on the certificate.
- d) A person on the order of the court; a public officer who requires it in the discharge of official duties; or on the authority in writing of the Minister.

2) Certificates contain the following information:

- a) Long Form: Full names of persons who married, date of marriage, place of marriage, registration date, registration number, and date issued
- b) Photographic Print of Registration: All the information that appears on the original registration, including full names, sex, date of birth, place of birth, date of marriage, place of marriage, registration date, registration number, and date issued, names of parents, birthplaces of parents.. (Certified copies are not used for identification, they do not substitute as a birth certificate).

3) Certificate sizes:

- a) Long Form dimensions are 21.5 cm wide by 17.5 cm high
- b) Certified photographic Print of Registration dimensions are 21.5 cm wide by 35.5 cm high

To Avoid Delay

- See Section 1 above to be sure you are eligible to apply
- Be sure your address and contact information are correct and clearly written
- Complete all sections in full. If you have left any of the fields blank, include a letter explaining why.
- 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 name of the cardholder that appears on the card, mailing address, signature, card number, and expiry date, NOTE: Only Visa and MasterCard are accepted.
- If payee is different from the applicant and payment is being made by debit card, cheque or money order, include name of payee and mailing address.
- Post dated cheques are not accepted. An additional \$30.00 will be charged for NSF cheques.

Privacy Information: Personal information contained on this form is collected under the authority of the *Vital Statistics Act*, R.S.P.E.I. 1988, Cap. V-4.1, Section 32, as applicable, to fulfill the requirements for registration and release of records and information. If you have any questions about the collection or use of this information please contact Vital Statistics office toll free at 1-877-320-1253

OFFICE LOCATION & CONTACT INFORMATION

Office Locations:

Vital Statistics

126 Douses Road, P.O. Box 3000
Montague, PE COA 1R0

Phone: 902-838-0880

Toll-free: 1-877-320-1253

Fax: 902-838-0883

Email Address: vsmontague@gov.pe.ca

Please mail completed form to: Vital Statistics Office, P.O. Box 3000,
Montague, PEI, COA 1R0

You can apply on line - on the website or in person at most Access PEI Sites
across the Province.

Web: www.gov.pe.ca/vsspublic