

# British Columbia Marriage Certificate Application

## Step 1 - Contact Information - Person applying for certificate

Name: \_\_\_\_\_  
*Applicant - Full Name*

Home Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Daytime Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Extension: \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Residential Address: \_\_\_\_\_ Apt: \_\_\_\_\_ Buzzer Code: \_\_\_\_\_  
*Delivery Address must be Residential. Certificates will not be delivered to businesses, PO Boxes or sent C/O.*

City: \_\_\_\_\_ Prov./State: \_\_\_\_\_ Country: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

## Step 2 - Details of Marriage - Person named on certificat

*You **MUST** enter as much information as possible for both spouses.  
Missing or incorrect information may delay your application and rush service may not be available.*

Reason Certificate Required: \_\_\_\_\_  
*Please Specify Reason - Example: Divorce, lost, personal records, etc.*

Date of Marriage: \_\_\_\_\_  
*Month Day Year*

Place of Marriage: \_\_\_\_\_, British Columbia  
*City/Town/Village/Other*

Spouse 1 \_\_\_\_\_  
*First Name Middle - Must provide if known Last - Before marriage Last Name - At birth*

Spouse 1 Gender: Male Female

Place of Birth: \_\_\_\_\_  
*City/Town Province/State Country*

Spouse 2: \_\_\_\_\_  
*First Name Middle - Must provide if known Last - Before marriage Last Name - At birth*

Spouse 2 Gender: Male Female

Place of Birth: \_\_\_\_\_  
*City/Town Province/State Country*

*This must be the name listed on the marriage registration. If either party of the marriage registered the marriage under a former married name, please insert that name here. If you have applied for and received a change of name certificate from the Provincial Government, please insert new name here.*

## Step 3 - Payment Information - Select certificate type and payment method

*No more than two of each version of certificate will be issued by the British Columbia Vital Statistics Agency. All delivery times quoted are average delivery times, and cannot be guaranteed. All taxes and shipping costs are included.*


\_\_\_\_\_ Qty. - Large (framing size) - 10-15 business days - \$80.00 each

\_\_\_\_\_ Qty. - Certified Copy of Marriage Registration - 25-30 business days - \$100.00 each      Rush Service - 5 to 8 business days - \$38.00 additional courier cost

*Large Certificate: Contains the full names of the couple or individuals, sex, their birth dates and birthplaces, date of marriage, place of marriage, registration number, and date of registration.*

*Certified Copy of Marriage Registration: Contains all the information about the marriage as recorded at the time. Not suitable for identification purposes.*

*Rush Service: This is an additional cost. Please add the rush service cost to the price of the certificate (ex. \$80.00 + \$38.00 = \$118.00).*

Credit Card Type:   

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_ Cardholder Email: \_\_\_\_\_  
*Type / Print Name*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Charge will appear as "Vital Certificate Processing Services" on your credit card statement. Cheques and money orders must be made payable to "Vital Certificates". If paying by money order or certified cheque, please mail the completed application along with your payment. Any application received with a personal cheque will be held until such time as the cheque clears, typically 7 to 10 business days. Vital Certificates (VC) assists in verifying that applications are accurate to avoid delays in processing. VC is not operated, licensed, or affiliated with any government agency.

## Step 4 - Provide Authorization

### British Columbia Marriage Certificate Authorization

By signing this authorization, you are permitting Vital Certificates to request your certificate of marriage. Your certificate will be sent to you directly from the government agency. A completed and signed authorization must be provided.

I, \_\_\_\_\_, hereby authorize Vital Certificates to request one or more  
*Print / Type Name - Only one of the spouses of the marriage may apply*  
Certificates of Marriage from the British Columbia Vital Statistics Agency on my behalf. I further authorize Vital Certificates to correspond in writing or orally with the British Columbia Vital Statistics Agency with respect to this application.

Date: \_\_\_\_\_  
*Month Day Year*

Signature: \_\_\_\_\_  
*Applicant - Signature must be provided*



## Step 5 - Submit Application

Please return your completed application and authorization to us by one of the following methods:

Toll-Free Fax: 1.866.265.6300  
or Scan & Email: [bc@vitalcertificates.ca](mailto:bc@vitalcertificates.ca) or  
Regular Mail

Vital Certificates, 79-622 Front Street, Nelson, BC V1L 4B7  
Toll-Free Phone: 1.866.828.9680

**IMPORTANT NOTE:** Although you can fill out the application online, you **cannot** save or email it. Please **type, print** and **sign** the application then fax, scan and email or mail your application to us. Applications are processed upon receipt. **We cannot change or cancel applications once received.**