

**Fax Form Back to: 416-640-2650**

Immigroup, 1180 Danforth Ave.  
Toronto, Ontario M4J 1M3, Canada  
[www.canadianbirthcertificate.com](http://www.canadianbirthcertificate.com) /  
[info@canadianbirthcertificate.com](mailto:info@canadianbirthcertificate.com)  
Phone: 416-962-2623  
Fax: 416-640-2650

**CANADIAN  
CERTIFICATE**

**Instructions**

1. Fill out your invoice and application and Third Party Authorization Form.
2. Fax all forms back to us at 416-640-2650 – you may use this invoice as a fax cover.
3. Include any letters of authorization or letters explaining your request.
4. Once we have received your application we will call you before filing your request.
5. Receive your certificate by courier.

*Return Address (to return your certificate)*

*Overnight courier within Canada \$30*

*Overnight courier to a US address \$40*

*Your FedEx or Purolator account (if applicable –package will be sent at your own expense \_\_\_\_\_)*

Name of Receiver: \_\_\_\_\_ Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Primary Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ Secondary ( \_\_\_\_\_ ) \_\_\_\_\_

**Additional Information & Disclaimer**

I have read and agreed to the terms and conditions listed on [www.immigroup.com/disclaimer.asp](http://www.immigroup.com/disclaimer.asp). Immigroup is not responsible for documents or passports lost by courier companies or any government office. All fees are not refundable once applications are submitted.

**Fees:** We accept Visa/Mastercard or bank draft/money order payable to Immigroup.  
All Fees include Government Fee, Bank Draft Fee, Services Fee, and GST.

Expedited Service (6-10 day processing) \$188.14

Expedited Service (1-3 day processing) \$288.00

Form of Payment:  Visa  MasterCard  Bank Draft/Money Order

Card Number

Expiration Date

Name on Card

Place your signature here:



33-2262 (07/06)

Application for / Demande de  
**MARRIAGE OR DEATH CERTIFICATE /  
 CERTIFICAT DE MARIAGE OU DE DÉCÈS**

1. Please print clearly in blue or black ink. / Prière d'écrire clairement en lettres moulées à l'encre noire ou bleue.
2. See back of form for additional information. / Voir au verso pour des renseignements additionnels.
3. Please submit payment with this application. / Veuillez inclure votre paiement avec cette demande.

Name of Applicant / Nom du demandeur	
Mailing Address / Adresse postale	
City / Ville	
Province	Postal Code / Code postal
Home / Résidence	Telephone / Téléphone Work / Travail
<b>X</b> _____ Signature of Applicant / Signature du demandeur	

**MARRIAGE CERTIFICATE / CERTIFICAT DE MARIAGE**

Surname (prior to this marriage) / Nom de famille (avant ce mariage)		Given Name(s) / Prénom(s)		Place of Birth / Lieu de naissance	
Surname (prior to this marriage) / Nom de famille (avant ce mariage)		Given Name(s) / Prénom(s)		Place of Birth / Lieu de naissance	
Date of Marriage / Date du mariage Yr. / Année    Month / Mois    Day / Jour		Place of Marriage / Lieu du mariage			
Reason why certificate is required / Raison de la demande de certificat		Type of Certificate / Format du certificat	Small Size / Petit format <input type="checkbox"/>	Large Size / Grand format <input type="checkbox"/>	Photographic Print / Épreuve photographique <input type="checkbox"/>
					In English / In French / En anglais / En français <input type="checkbox"/> <input type="checkbox"/>

STATE YOUR RELATIONSHIP TO THE INDIVIDUALS NAMED ON THE MARRIAGE CERTIFICATE /  
 INDIQUEZ VOTRE LIEN DE PARENTÉ AVEC LA PERSONNE INSCRITE SUR LE CERTIFICAT DE MARIAGE

- Self / Moi-même     Other / Autre \_\_\_\_\_  
 (State your relationship / Indiquez votre lien de parenté)

<p style="text-align: center;"><b>CONSENT</b></p> <p>If you are not one of the individuals named on the marriage certificate, please make sure that this section is signed by either individual <b>OR</b> that a signed letter of consent from either individual is provided with your application.</p> <p>I _____ authorize that my  <small>(Name of person married)</small></p> <p>marriage certificate be issued to the applicant stated above.</p> <p>Signature : <b>X</b> _____</p> <p>Date : _____</p>	<p style="text-align: center;"><b>CONSETEMENT</b></p> <p>Si vous n'êtes pas une des personnes nommées sur le certificat de mariage, assurez-vous que cette section est signée par l'une ou l'autre des personnes nommées <b>OU</b> qu'une lettre de consentement signée par l'une ou l'autre des personnes nommées est incluse avec votre demande.</p> <p>Je, _____, autorise que mon  <small>(Nom de la personne mariée)</small></p> <p>certificat de mariage soit délivré au demandeur indiqué ci-dessus.</p> <p>Signature : <b>X</b> _____</p> <p>Date : _____</p>
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**DEATH CERTIFICATE / CERTIFICAT DE DÉCÈS**

Surname of Deceased / Nom de famille du défunt		Given Name(s) / Prénom(s)		Sex / Sexe M <input type="checkbox"/> F <input type="checkbox"/>	Medicare No. / N° d'assurance-maladie
Date of Death / Date du décès Yr. / Année    Month / Mois    Day / Jour		Place of Death / Lieu du décès		Name of Funeral Home (if known) / Nom de la maison funéraire (si connu)	
If deceased was married, give name of spouse / Si le défunt était marié, indiquez le nom du conjoint		Reason why certificate is required / Raison de la demande de certificat		Number of Certificates required / Nombre de certificats requis	# In English / In French / En anglais / En français <input type="checkbox"/> <input type="checkbox"/>

<b>SNB OFFICE USE ONLY / À L'USAGE DU BUREAU SNB SEULEMENT</b>	Client Waiting at SNB / Client(e) en attente à SNB	Yes / Oui <input type="checkbox"/>	No / Non <input type="checkbox"/>	<b>VITAL STATISTICS OFFICE USE ONLY / À L'USAGE DU BUREAU DES STATISTIQUES DE L'ÉTAT CIVIL SEULEMENT</b>	
	Send Certificate To / Envoyer le certificat à	SNB <input type="checkbox"/>	Client / Client(e) <input type="checkbox"/>		
	Fax Copy To / Télécopier une copie à	SNB <input type="checkbox"/>	Other Fax # / Autre n° de téléc. # / N°	Date Issued / Date de délivrance	
	SNB Contact Name and Direct Phone Line / Nom du responsable à SNB et ligne téléphonique directe	Name / Nom	Telephone # / Téléphone		

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

To Whom It May Concern:

I, the undersigned, hereby authorize \_\_\_\_\_ of  
CERTIFICATES EXPRESS LTD. to apply for and receive a copy of my  
\_\_\_\_\_ certificate.

Signed,

Sign: \_\_\_\_\_

Print: \_\_\_\_\_

## **Terms and Conditions**

1. **CONFIDENTIALITY AGREEMENT**  
Certificates Express Ltd. herein referred to as "CEL" certifies that all information the applicant provides, both written and/or verbal, will be held in the strictest of confidence. All information supplied will only be used for obtaining certificate applied for on applicant's behalf and for no other purpose.
2. Applicant assumes all responsibility and liability that the information on government forms is true and complete. "CEL" assumes no responsibility for any errors, omissions or incomplete or illegible information on application forms.
3. Where required, all forms must have an authorized guarantor in order to process.
4. Applicant must qualify based on government standards in order to receive and/or be eligible to receive certificates.
5. The authorization letter provided must be accompanied in order for "CEL" and/or one of its authorized representatives to obtain certificates on your behalf.
6. "CEL" assumes no responsibility and/or liability for government processing and/or producing of certificates.
7. Applicant agrees to be bound by the following terms and conditions with regard to PAYMENT:
  - a. Payments by Visa, Mastercard, debit card, other.
  - b. All payments and transactions are final.
  - c. The aforementioned term and condition is in full force and effect until "CEL" has received written notification from the applicant of a cancellation in such a manner as to afford "CEL" reasonable opportunity to act on said request.
  - d. "CEL" agrees to charge applicant only for services, government fees, G.S.T. and delivery charges, if applicable. There are no G.S.T. charges on government fees.
  - e. "CEL" service fee is over and above any applicable government fees.
  - f. Payments can be made in the form of a certified cheque, money order or bank draft. However, processing period will only commence upon receipt.
  - g. The applicant agrees that "CEL" is not responsible for credit/debit authorization or approval.
  - h. The applicant authorizes "CEL", in accordance with the following terms and conditions, to initiate credit/debit entries on behalf of the applicant.
8. "CEL" provides Urgent/Rush/Accelerated Service only when the following terms and conditions are met:
  - a. The service is offered by the jurisdiction in charge of the certificate being requested.
  - b. Where required, a valid guarantor must be available for confirmation — this is a government requirement.
  - c. All government terms and conditions must be met.
  - d. The authorization letter provided must be completed and signed and must accompany application in order that the "CEL" authorized representative can process and obtain certificate documents.
  - e. Government holidays and closures for any reason(s) voids Urgent Service
  - f. In some cases, proof of urgency must be provided. Please contact us for more information.
9. "CEL" provides Regular Service when the following terms and conditions are met:
  - a. Regular Service is based on standard government processing. Time frame for receipt of the requested documentation varies by jurisdiction.
  - b. Any time frame quoted regarding the receipt of requested documents is an estimation, not a guarantee.
  - c. In some cases, the applicant will be notified by "CEL" upon receipt of certificate from the government. In other cases, the issuing government will forward the completed document directly to the applicant. This varies by jurisdiction.
  - d. All other terms and conditions apply.

**Sign Here:** \_\_\_\_\_