

## Eligibility for Certificates and/or Photocopies of a Registration:

### Birth

- a) The **person** whose birth is registered
- b) The **parent** of the person whose birth is registered as established by the Registration of Birth or by court order. A copy of the applicable court order must be attached to the application.
- c) A **person adopting a child**. Proof of a pending adoption must be attached to this application, e.g. petition of adoption.
- d) A **guardian, trustee** or person with **power of attorney** for a person described in a) or b). A copy of the legal document must be attached to the application.
- e) A person who is designated by a **personal directive** as an agent of the person described in a). Acceptable legal document as proof must be attached to the application.
- f) A person who is a **designated agent** for a person described in a) to e). Consent and the statutory declaration on the application form must be completed.
- g) A person with an **order from the court**. A copy of the order must be attached to the application.
- h) A **lawyer** for a person described in a) to e) or g). A copy of a valid Law Society card must be attached to the application.
- i) A person who requires it to comply with **another legislation**. A copy of the legislation must be attached to the application.

When the person whose birth is registered is a minor:

- j) If the minor is younger than 12 years of age, the application must be made on behalf of the child by a parent or guardian of the minor.
- k) Between the ages of 12 and 14 the minor may make the application with the written consent of the minor's parent or guardian.
- l) Over the age of 14, the minor may make the application on his or her own behalf.

When the person whose birth is registered is deceased:

- m) An **adult next-of-kin\*** of the person whose birth is registered, including a minor parent. Death certificate and either proof of relationship or an Affidavit of Relationship must be attached to the application.
- n) The **executor** of the deceased person's estate. Death certificate and a copy of the will identifying the executor must be attached to the application.
- o) An **adult relative** of the deceased person when there are no eligible applicants. Death certificate and either proof of Relationship or an Affidavit of Relationship must be attached to the application.

Anyone may apply for a birth document when:

- p) The birth record is 120 years old or older; or
- q) 50 years has passed since the death of the person whose birth is registered.

### Marriage

- a) A **party to the marriage** (bride/groom)
- b) A **guardian, trustee** or person with **power of attorney** for a person described in a). A copy of the legal document must be attached to the application.
- c) A person who is a **designated agent** for a person described in a) or b). Consent and the statutory declaration on the application must be completed.
- d) A person who is designated by a **personal directive** as an agent of the person described in a). A copy of the legal document must be attached to the application.
- e) A person with an **order from the court**. A copy of the order must be attached to the application.
- f) A **lawyer** for a person described in a), b), d), or e). A copy of a valid Law Society card must be attached to the application.

When the person who was a party to the marriage is deceased:

- g) An **adult next-of-kin\*** of a person who was a part to the marriage. Death certificate and either proof of relationship or an Affidavit of Relationship must be attached to the application.
- h) The **executor** of an estate of a party to the marriage. Death certificate and a copy of the will identifying the executor must be attached to the application.
- i) An **adult relative** of a deceased party to the marriage when there are no eligible applicants. Death certificate and either proof of relationship or an Affidavit of Relationship must be attached to this application.

Anyone may apply for a marriage document when:

- j) The marriage record is 75 years or older.

### Legal Change of Name

- a) The **person** whose name was changed
- b) The person who **applied** for the change of name
- c) A **guardian or trustee** of a person whose name was changed. A copy of the guardianship or trusteeship document must be attached to the application.
- d) A person who is a **designated agent** for a person described in a), b), c), g), or h). Consent and the statutory declaration in the application must be completed.
- e) A person who holds **power of attorney** to act on behalf of the person described in a). A copy of the legal

document must be attached to the application.

- f) A person with an **order from the court**. A copy of the order must be attached to the application

When the person whose name was changed is a minor:

- g) The **parent** of the person whose name was changed as established by a Registration of Birth or court order. A copy of the applicable court order must be attached to the application.
- h) A **guardian, trustee**, or person with **power of attorney**, for a parent of the person whose name was changed. A copy of the legal document must be attached to the application.

When the person whose name was changed is deceased:

- i) The **executor** of a person's estate. Death certificate and a copy of the will identifying the executor must be attached to the application.

Anyone may apply for a Legal Change of Name Search Letter.

#### Death

- a) The **executor** of the deceased's person's estate. A copy of the will identifying the executor must be attached to this application.
- b) An **adult next-of-kin\*** of the deceased person including a minor parent, spouse or partner. Proof of relationship or an Affidavit of Relationship must be attached to the application.
- c) A **guardian or trustee**, for the deceased person immediately before death as established by court documents. A copy of the legal document must be attached to the application.
- d) A person with an **order from the court**. A copy of the order must be attached to the application.
- e) A **joint tenant** with the deceased immediately before the deceased's death. Certified copy of the title to property showing joint tenancy must be attached to the application.
- f) A person who is a **designated agent** for a person described in a) to c). Consent and the statutory declaration in the application must be completed.
- g) An **adult relative** of the deceased person when there is no person eligible to apply as described in a) to d). Proof of relationship or an Affidavit of Relationship must be attached to the application.
- h) A **funeral home representative** who is making arrangements for the deceased person. Proof of occupation must be attached to the application.
- i) A **lawyer** for the person described in a) to e), g). A copy of a valid Law Society card must be attached to the application.

Anyone may apply for a death document when:

- j) The death record is 50 years or older.

#### Stillbirth

- a) An **adult next-of-kin\*** of the stillborn child, including a minor who is a parent of the child. Proof of relationship or an Affidavit of Relationship must be attached to the application.
- b) An **adult relative** of the stillborn child when there are no living persons described in a). Proof of relationship or an Affidavit of Relationship must be attached to the application.
- c) A person who is a **designated agent** for a person described in a) or b). Consent and the statutory declaration on the application must be completed.
- d) A person with an **order from the court**. A copy of the order must be attached to this application.
- e) A **funeral home representative** who is making arrangements for the stillborn child. Proof of occupation must be attached to the application.
- f) A **lawyer** for a person described in a), c) or d). A copy of a valid Law Society card must be attached to the application.

Anyone may apply for a stillbirth document when:

- g) The stillbirth record is 75 years or older.

#### Medical Certificates of Death or Stillbirth

- a) **Adult next-of-kin\*** of the deceased person or stillborn child, including a minor parent. Proof of relationship must be attached to the application – when a birth certificate is supplied, it must show parentage.
- b) A person who is a **designated agent** for a person described in a). Consent and the statutory declaration must be completed on the application.
- c) Any person with an **order from the court**. A copy of the order must be attached to the application.
- d) A **lawyer** for a person described in a) or c). A copy of a valid Law Society card must be attached to the application.

**\*Next-of-kin:** Mother, father, brother, sister, children, spouse, or adult interdependent partner. This does not include in-laws, grand children, step relatives, aunt, uncles, nieces or nephews. Persons who have been adopted or who have placed their child for adoption are not "next-of-kin" to biological relations.