

IMPORTANT: An attestation does not replace a certificate or copy of an act.
Read the general information.

Section 1: Identification of applicant – Personal information (required section)

1. Applicant's surname		2. Applicant's given name	
3. Home address (number, street, municipality, province and country)			4. Postal code
5. Area code	Phone number (home)	6. Area code	Phone number (cell)
7. Area code	Phone number (work)	Extension	
8. This application is for <input type="checkbox"/> Myself <input type="checkbox"/> Other : _____		9. Reason justifying the application when information other than that appearing on a certificate is requested	

Section 2: Attestation requested and search period (required section)

10. <input type="checkbox"/> Birth <input type="checkbox"/> Marriage <input type="checkbox"/> Civil union <input type="checkbox"/> Death	11. Specify the search period requested	Start year	End year
	From	To	

Section 3: Identification of the person concerned (required section)

12. Surname		13. Usual given name	
14. Other given names		15. Sex <input type="checkbox"/> Male <input type="checkbox"/> Female	16. Date of birth Year Month Day
17. Place of birth (municipality, province or country if abroad)		18. Place of registration of birth, if before 1994 (parish, place of worship, municipality)	
Parents	19. Surname and given name of parent		20. Capacity of parent <input type="checkbox"/> Father <input type="checkbox"/> Mother
	21. Surname and given name of the other parent		22. Capacity of parent <input type="checkbox"/> Father <input type="checkbox"/> Mother

Section 4: Marriage or civil union – Fill out this section if you are requesting an attestation of marriage or civil union.

If the person concerned is divorced answer questions 23 and 24.	23. Date of divorce Year Month Day	24. Number of the divorce	
25. Date of marriage or civil union Year Month Day	26. Place of registration of marriage or civil union (municipality, place of worship, province, or country if abroad)		
27. Spouse's surname		28. Spouse's given names	
29. Sex of spouse <input type="checkbox"/> Male <input type="checkbox"/> Female	30. Spouse's date of birth Year Month Day	31. Spouse's place of birth (municipality, province or country if abroad)	
Parents	32. Surname and given name of parent		33. Capacity of parent <input type="checkbox"/> Father <input type="checkbox"/> Mother
	34. Surname and given name of the other parent		35. Capacity of parent <input type="checkbox"/> Father <input type="checkbox"/> Mother

Section 5: Death – Fill out this section if you are requesting an attestation of death.

36. Date of death Year Month Day	37. Place of death (municipality, province, or country of abroad)
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Section 6: Method of payment

Refer to the instructions to determine the total amount payable.		38. Amount payable: \$
39. <input type="checkbox"/> Cash (service counter only) <input type="checkbox"/> Debit card (service counter only) <input type="checkbox"/> Postal or bank money order <input type="checkbox"/> Cheque	40. Credit card number <input type="checkbox"/> VISA <input type="checkbox"/> MasterCard	41. Expiry Month Year
} Payable to Directeur de l'état civil		I authorize the Directeur de l'état civil to charge to my credit card the amount entered in Box 38 "Amount payable" of this section.
		X _____ Cardholder's signature

Section 7: Applicant's signature

42. X _____ Applicant's signature	43. Year Month Day
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The application for an attestation

Articles 147 and 148 of the Civil Code of Québec state: "An attestation deals with the presence or absence in the register of an act or of a notation required by law to be made in the act. The registrar of civil status [...] issues an attestation to all persons who apply therefor if the particular or fact it attests to is of the kind which appears on certificates; otherwise, he issues it only to persons who establish their interest."

To obtain an attestation, you must provide precise information on the act being attested to. When information other than that appearing on a certificate is sent to us, the applicant must establish his interest in Box 9 of the form. The Directeur de l'état civil may require a person to produce documents or information to verify his or her identity or interest.

Cost and processing time

We offer **normal** and **accelerated** processing of applications for an attestation. Cost and processing time vary according to the type of processing you choose, the period covered by the search and the accuracy of the information you provide in support of your application. If the information provided is accurate, the cost of an attestation may be appreciably lower.

If you choose normal processing, the document will be sent to you by regular mail. If you choose accelerated processing, the document will be mailed to you by Xpresspost. Please note that Xpresspost service is available only in Canada.

The amounts shown in the following tables are in Canadian dollars, and include processing, the cost of the printed document and delivery charges.

Issuance of an attestation – normal processing

Accuracy of the information provided and period covered by the search	Cost per attestation	Processing time in business days, excluding delivery time
If the information provided is accurate	\$6.55	10 days
If the information provided is approximate or incomplete (period covered by a search of 5 years or less)	\$21.90	10 days
Cost for every additional year searched	\$4.40	n.a.

Issuance of an attestation – accelerated processing

Accuracy of the information provided and period covered by the search	Cost per attestation	Processing time in business days, excluding delivery time
If the information provided is accurate	\$38.75	3 days
If the information provided is approximate or incomplete (period covered by a search of 5 years or less)	\$54.10	3 days
Cost for every additional year searched	\$4.40	n.a.

How to determine the search period to be covered

You must specify the search period on the attestation application form.

The period you enter is of great importance, and can make a difference as to the amount you must pay to obtain the attestation.

If you cannot indicate a specific period, enter an approximate start year and end year.

For an attestation of birth

If you know the year of birth of the person concerned by the attestation of birth, the start year and end year of the search period correspond to the year the person was born.

For an attestation of marriage or civil union

Depending on the situation of the persons concerned by the attestation of marriage or civil union, there are several ways to determine the search period to be covered.

If the persons are married or united in a civil union, the start year and end year for the period correspond to the year of the marriage or civil union.

If the person is single, the start year for the period corresponds to the year the person became of legal age to marry (16 years old) or enter into a civil union (18 years old). The end year corresponds to the current year.

If the person was born outside Québec, the start year for the period corresponds to the year the person settled in Québec. The end year corresponds to current year.

If the person is divorced, the start year for the period corresponds to the date of the last divorce judgment. The end year corresponds to the current year.

For an attestation of death

The start year and end year for the period correspond to the year of the person's death.

What payment methods are accepted?

Depending on how you submit your application, the following payment methods are accepted:

Service counter	Credit card, cheque, postal money order, bank money order, debit card, cash
By mail	Credit card, cheque, postal money order, bank money order
By fax	Credit card

ATTENTION:

- **Postdated cheques are not accepted.** The application and cheque will be returned to the sender.
- Payment by cheque may extend the processing time.

How to submit the application

At a service counter

Québec	Montréal
Ground floor	RC.01
2535, boulevard Laurier	2050, rue De Bleury

By mail

Attestations
Directeur de l'état civil
2535, boulevard Laurier
Québec (Québec) G1V 5C6

By fax

418 528-9316

Note

If you fax your application, it may not be legible. If this occurs, we will be unable to process your application and additional delays must be anticipated.

To reach us

By phone

Québec: 418 644-4545
Montréal: 514 644-4545
Elsewhere in Québec: 1 877 644-4545
Teletypewriter (TTY): 1 800 361-9596

By mail

Directeur de l'état civil
2535, boulevard Laurier
Québec (Québec) G1V 5C6

By e-mail

etatcivil@dec.gouv.qc.ca

Website

www.etatcivil.gouv.qc.ca