

FAX

Date:

Send to:

Fax:

From: **Certificates Express**

Fax: **(416)962-2968**

URGENT REPLY ASAP PLEASE COMMENT PLEASE REVIEW FOR YOUR INFORMATION

Total pages, including cover: 6

Comments:



40 Pleasant Blvd., Suite 100
Toronto, Ontario M4T 1K1

TOLL-FREE: (877) 663-6606
FAX: (416) 962-2968

Price List

NB

Date _____

Please complete the form below to receive your certificates and information.

Applicant's Name - Last Name		First Name	Middle Name
Street Number	Street Name		Apt. No.
City, Town or Village		Province	Postal Code
Phone Number		E-Mail Address	

Government Fees - Birth, Death, Marriage Certified Certificates

Any Certificate, Certified \$ 20.00 \$ _____

Government Fees - Birth, Death, Marriage Wallet-Sized Certificates

Any Certificate, Wallet-Sized \$ 25.00 \$ _____

Government Fees - Marriage Photo Print of Registration

Any Certificate, Photo Print \$ 25.00 \$ _____

Certificates Express Ltd. Fees - Regular Service

Regular Service \$ 80.00 \$ _____

Processing (each certificate requested, includes GST) \$ 26.25 \$ _____

Delivery (check the Certificates Express website for shipping chages)..... \$ _____ \$ _____

G.S.T. (Regular Service) \$ 4.00 \$ _____

Certificates Express Ltd. Fees - Rush Service

Rush Service \$ 160.00 \$ _____

Processing (each certificate requested, includes GST)..... \$ 26.25 \$ _____

Delivery (check the Certificates Express website for shipping charges)..... \$ _____ \$ _____

G.S.T. (Rush Service) \$ 8.00 \$ _____

Total Payment

\$

How Are You Paying?

Visa Mastercard Debit Other (please specify): _____

Name of Cardholder

Signature of Cardholder

Card Number

Expiry Date (Month/Year)

Terms And Conditions

- 1.) 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. Any requests for refunds must be made within 24 hours of placing the order. A minimum fee of \$100 + G.S.T. may apply.
 - 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 their behalf.
- 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.
- 10.) All applicants must be registered at their municipal registry office to be eligible for a birth certificate. Please note that there is a minimum three-month processing time for provincial records to reflect the municipal registration.

Cancellations can only be made if the receipt has not been signed and if it is within 24 hours after telephone order has been placed (the date above). A minimum of \$100 plus administration fee can be placed.

WE ARE NOT A GOVERNMENT AGENCY

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Sign Here: _____

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,

Signature: _____

Print Name: _____



33-5246 (07/08)

Application for / Demande de
**BIRTH CERTIFICATE /
 CERTIFICAT DE NAISSANCE**

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 complete all sections of this form and submit payment. / Veuillez remplir toutes les sections du formulaire et inclure votre paiement.

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

BIRTH DETAILS / LES RENSEIGNEMENTS DE LA NAISSANCE

Surname (surname before marriage) Nom de famille (nom de famille avant le mariage)		Given Name(s) / Prénom(s)		Medicare No. N° d'assurance-maladie	
Birth Date / Date de naissance Yr. / Année Month / Mois Day / Jour		Sex / Sexe M <input type="checkbox"/> F <input type="checkbox"/>		Place of Birth / Lieu de naissance County / Comté	
Surname of Father / Nom de famille du père		Given Name / Prénom		Father's Place of Birth / Lieu de naissance du père	
Mother's maiden name (surname before marriage) / Nom de jeune fille de la mère (nom de famille avant le mariage)		Given Name / Prénom		Mother's Place of Birth / Lieu de naissance de la mère	
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"/>	In English / En anglais <input type="checkbox"/>
					In French / En français <input type="checkbox"/>

STATE YOUR RELATIONSHIP TO THE PERSON NAMED ON THE BIRTH CERTIFICATE /
 INDIQUEZ VOTRE LIEN DE PARENTÉ AVEC LA PERSONNE INSCRITE SUR LE CERTIFICAT DE NAISSANCE

Self / Moi-même Mother / Mère Father / Père Other / Autre _____
 (State your relationship / Indiquez votre lien de parenté)

<p style="text-align: center;">CONSENT</p> <p>If you are not the person named on the birth certificate requested or if you are a parent applying for your adult child's birth certificate (child 19 years of age or older), written consent is required. Please make sure that this section is signed by the person named on the birth certificate OR that a signed letter of consent is provided with your application.</p> <p>I _____ authorize that my <small>(Person named on birth certificate)</small></p> <p>birth certificate be issued to the applicant stated above.</p> <p>Signature : X _____</p> <p>Date : _____</p>	<p style="text-align: center;">CONSETEMENT</p> <p>Si vous n'êtes pas la personne nommée sur le certificat de naissance ou si vous êtes un parent faisant une demande pour le certificat de naissance de votre enfant adulte (enfant âgé de 19 ans ou plus), le consentement écrit est requis. Assurez-vous que cette section est signée par la personne nommée sur le certificat de naissance OU qu'une lettre de consentement signée est incluse avec votre demande.</p> <p>Je, _____, autorise que mon <small>(Personne nommée sur le certificat de naissance)</small></p> <p>certificat de naissance soit délivré au demandeur indiqué ci-dessus.</p> <p>Signature : X _____</p> <p>Date : _____</p>
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SERVICE NEW BRUNSWICK
VITAL STATISTICS
P.O. BOX 1998,
FREDERICTON, NB E3B 5G4
Telephone: (506) 453-2385
Fax: (506) 444-4139

SERVICES NOUVEAU-BRUNSWICK
STATISTIQUES DE L'ÉTAT CIVIL
C.P. 1998,
FREDERICTON (N.-B.) E3B 5G4
Téléphone : (506) 453-2385
Télécopieur : (506) 444-4139

NOTES

1. Certificates can only be issued for births which occurred in New Brunswick.
2. Written consent is required for birth certificates where applicant is not named on record. Proof of death is required if they are deceased.

REMARQUES

1. Les certificats ne peuvent être délivrés que pour les naissances qui ont eu lieu au Nouveau-Brunswick.
2. Le consentement écrit doit accompagner toute demande de certificat de naissance où le demandeur n'est pas reconnu sur le registre. La preuve de décès est requise s'il s'agit d'une personne décédée.

Information contained on birth certificates :

- a) Small sized certificates include the following information: Surname and given names of individual, date of birth, place of birth, sex, registration date, registration number and date issued.
- b) Large sized certificates include all of the above information plus the names of the parents and the Province or Country of the parents' birth.
- c) For married women, birth certificates are issued in the maiden name.

Renseignements indiqués sur les certificats de naissance :

- a) Les certificats petit format comprennent les renseignements suivants : nom de famille et prénoms de la personne, date de naissance, lieu de naissance, sexe, date et numéro d'enregistrement et date de délivrance.
- b) Les certificats grand format comprennent tous les renseignements ci-dessus ainsi que les noms des parents et la province ou le pays où ils sont nés.
- c) Lorsqu'il s'agit d'une femme mariée, le certificat est délivré sous son nom de jeune fille.

Fees : (subject to change)

- | | |
|-----------------------------|---------|
| (a) Large size certificates | \$25.00 |
| (b) Small size certificates | \$20.00 |

Montant à déboursier : (sous réserve de modifications)

- | | |
|----------------------------|-------|
| a) Certificat grand format | 25 \$ |
| b) Certificat petit format | 20 \$ |

PAYMENT OPTIONS

Payment must accompany the applications; please complete and check appropriate section below. (Note: A fee of \$25.00 will be charged for any dishonored cheques)

Amount of payment \$ _____

- Cheque or Money order payable to Service New Brunswick enclosed
- Debit Card or Cash (This option only available if applying in person)
- Visa or MasterCard
(You must pay by credit card if you are faxing your application – Fax Number (506) 444-4139)

_____ Expiry Date ____ / ____

Signature _____

Mail applications (and payment) to :

Vital Statistics
Service New Brunswick
P. O. Box 1998
Fredericton, NB
E3B 5G4

MODE DE PAIEMENT

Le paiement doit accompagner la demande, cochez / remplissez la section appropriée. (Remarque : Un montant de 25 \$ sera facturé pour tout chèque impayé.)

Montant du paiement _____ \$

- Chèque ou mandat (ci-joint) fait à l'ordre de Services Nouveau-Brunswick
- Carte de débit ou argent comptant (option seulement disponible si le demandeur se présente en personne)
- Visa ou MasterCard
(Vous devez payer par carte de crédit si vous faites votre demande par télécopieur – numéro du télécopieur (506) 444-4139)

_____ Date d'expiration ____ / ____

Signature _____

Faire parvenir vos demandes (et votre paiement) à :

Statistiques de l'état civil
Services Nouveau-Brunswick
C. P. 1998
Fredericton (N.-B.)
E3B 5G4