

A marriage search letter will only confirm if a marriage is, or is not, registered with Alberta Vital Statistics. No other information is provided. The search will be conducted using only the information you provide on this application. Do not provide a date range for a search, as all marriage records are searched for the one government fee. Note: records dated prior to 1998 may, or may not, be included in the results due to system limitations. To search marriage records outside Alberta, contact the applicable province/territory/country as Alberta does not have access to records outside Alberta.

Eligibility

You may only search for a marriage record for yourself. You cannot search anyone else.

Proof of Identity

When making an application, you must prove your identity by showing an acceptable proof of identity document.

Acceptable Proof of Identity

To be acceptable, the proof of identity document **must** meet **all** the following.

- The document shown must be the original; faxes and photocopies will be rejected.
- The document must be issued by a provincial, territorial, state or federal government.
- It must contain
 - a recognizable picture of you
 - your full name; and
 - a distinctive identification number.
- If the document:
 - has an expiry date, it must be currently valid; or
 - has no expiry date, it must have been issued within the last 5 years.
- If the document is in a language other than English, you must provide:
 - A copy of the document in the foreign language;
 - A copy of its English translation; and
 - An affidavit from the translator stating the translation is accurate or a certified translator's declaration.

Examples of an acceptable proof of identity document includes a valid driver's license, passport, permanent residency card, etc.

No Acceptable Proof of Identity – Using a Designated Agent's Proof of Identity

If you do not have an [acceptable proof of identity document](#), you may provide your consent to another person who agrees to provide their identity document on your behalf; they are called your designated agent.

- A designated agent must prove their identity with their own [acceptable proof of identity document](#).
- A designated agent:
 - must be 18 years old or older; and
 - must have known you (the applicant) for at least 1 year.

When using a designated agent, you are still the applicant. You must complete the application form with your own information and sign it as the applicant.

Proof of Identity Document from a Person Located in Alberta

- You must show your original [proof of identity document](#).
- When you do not have acceptable proof of identity and you are using a [designated agent](#),
 - you must complete the [Applicant's Consent to Designated Agent](#) at the end of the application form.
 - they must show their original [acceptable proof of identity document](#) to the registry agent.
 - they must complete the [Designated Agent's Statutory Declaration](#) at the end of the form. The statutory declaration must be commissioned or notarized. This can be done in the registry agent office.

Proof of Identity Document from a Person Located Outside Alberta

- You must complete a [Statutory Declaration for Proof of Identity](#) form.
- When you are using a [designated agent](#) who is located outside Alberta,
 - you must complete the [Applicant's Consent to Designated Agent](#) at the end of the application form.
 - they must complete a [Statutory Declaration for Proof of Identity](#) form.

Completing a Statutory Declaration for Proof of Identity Form

When you (or your [designated agent](#) if applicable) are located outside Alberta, and cannot appear in person at a registry agent office to show them your acceptable proof of identity document in person; a [Statutory Declaration for Proof of Identity](#) form must be completed.

- The statutory declaration form must be commissioned or notarized;
- An original [acceptable proof of identity document](#) must be shown to the person who is executing the Statutory Declaration for Proof of Identity form; and
- The original statutory declaration (with original signatures) must be attached to the original application form (with original signatures). Photocopies and faxes will be rejected.

Submitting the Application

Applying from within Alberta

- When you (or your [designated agent](#)) are located within Alberta, take the application form (with original signatures) in person to an Alberta registry agent office. Photocopies and faxes will be rejected.
- To locate an Alberta registry agent office, visit our website at <http://www.servicealberta.gov.ab.ca/find-a-registry-agent.cfm>.
- Applications mailed directly to Vital Statistics will be rejected.

Applying from outside Alberta

- When you (or your [designated agent](#)) are located outside Alberta, mail the application form (with original signatures) directly to [Registry Connect](#) or [Alberta Motor Association](#) (for AMA members only). Photocopies and faxes will be rejected.
- Ensure the [Statutory Declaration for Proof of Identity](#) form is attached to the application form.
- Applications mailed directly to Vital Statistics will be rejected.

Processing time

Under normal circumstances when an application form has been completed correctly and all requirements are met, a marriage search letter is usually processed by Vital Statistics within 3 business days of its receipt from a registry agent. This 3-day period does **not** include mailing/delivery time.

Delivery options

Vital Statistics will mail a document to the address provided on the application.

- If an alternate address is indicated, that address will be used – there is no charge for mailing documents.

or

- You may make alternate delivery arrangements to pick up the document at the registry agent's office or have it couriered to you – a service fee may apply. Speak with the registry agent for your options.

Picking Up Documents

When you are picking up your document at a registry agent office,

- you, the applicant, are named on the application; **and**
- you must prove your identity by showing an [acceptable proof of identity document](#) that matches your name as the applicant.

When someone is picking up your document for you,

- provide them with written authorization stating you give your consent for them to pick up your document; **and**
- they will have to prove their identity by showing their own [acceptable proof of identity document](#) that matches the name on the consent document you provide.

There are **no** exceptions to this pickup process.

For questions regarding this application, please contact Vital Statistics at 780-427-7013. For toll free dialing within Alberta; first dial 310-0000, then dial 780-427-7013. For more information on Vital Statistics products and services visit: <https://www.alberta.ca/vital-statistics-forms.aspx>.

Protected A (when completed)

This information is collected in accordance with the *Vital Statistics Act* and Regulations. It is required by Vital Statistics to provide a service; and may be used for statistical purposes or delivering joint provincial and federal programs. Collection is authorized under s.33(a) and (c) of the *Freedom of Information and Protection of Privacy Act*. Questions about the collection can be directed to Vital Statistics at vsregistries@gov.ab.ca or 780-427-7013 (toll free 310-0000 within Alberta).

IMPORTANT: To avoid delays, read the Information & Eligibility page as restrictions apply.

PRINT CLEARLY - The information you provide is used to process your application, and send your Marriage Search Letter(s) and any correspondence (if necessary) to you.

ELIGIBLE APPLICANT'S INFORMATION

Full name of eligible applicant	State your relationship
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text" value="Self"/>
Applicant's email address	Applicant's telephone number
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>
X	
Date signed (month by name/dd/yyyy)	Signature of applicant
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>

APPLICANT'S FULL ADDRESS

Suite/Apt No.	Street address	City/Town	Province/Country	Postal/Zip code
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>

ALTERNATE MAILING ADDRESS (if different from above)

Name (if different from applicant)				
<input style="width:95%;" type="text"/>				
Suite/Apt No.	Street address	City/Town	Province/Country	Postal/Zip code
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>

Mail Search Letter to: Applicant's Address OR Alternate Mailing Address

TYPE OF DOCUMENT

Marriage Search Letter Quantity

MARRIAGE SEARCH DETAILS

Your last name (at time of marriage if applicable)	Your given name(s) (first and all middle)			
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>			
Your date of birth	Month by Name	Date (dd)	Year (yyyy)	Your place of birth (City/Town Province/Country)
<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>	<input style="width:95%;" type="text"/>

Only complete this section when **you** do not have an [acceptable proof of identity document](#) and you are using a [designated agent](#) as part of this application.

- If the designated agent is located outside Alberta, complete the "Applicant's Consent to Designated Agent" section below and have your designated agent complete a [Statutory Declaration for Proof of Identity](#) form instead of the "Designated Agent's Statutory Declaration" section below.

APPLICANT'S CONSENT TO DESIGNATED AGENT

I, _____
full name of applicant

of _____
street address city/town province/country postal/zip code

• give my consent to _____
full name of the designated agent

of _____
street address city/town province/country postal/zip code

to provide their proof of identity document for me in this application;
and

• have known this person for _____ years.

X _____
signature of applicant

DESIGNATED AGENT'S STATUTORY DECLARATION

I, _____
full name of designated agent

of _____
street address city/town province/country postal/zip code

do solemnly declare:

- I am 18 years of age or older;
- I am the designated agent for _____; and
full name of the applicant
- I have known the applicant for _____ year(s).

X _____
signature of designated agent

Declared before me at _____
dated _____

X _____
signature of notary public/commissioner for oaths