



Application Form for Baptism, Marriage or Burial Record

The United Church of Canada Archives
Region 5 of the United Church of Canada
(formerly All Native Circle Conference
and Conference of Manitoba and Northwestern Ontario)

Who May Receive Records?

Please check the box below that applies to you and complete the information on the reverse side of this form. Please note your search may take up to 8 weeks to complete.

Baptism

- a) Anyone if the baptism occurred more than 100 years ago
- b) Person named on record
- c) Parent or guardian named on record
- d) Person with written authorization of b) or c) – **See over**
What is your relationship to the person whose information you are requesting?

- e) Immediate next of kin (spouse, child, parent or sibling) where person named is deceased. My relationship is _____
- f) Person with valid reason where person named and immediate next of kin are deceased. My reason is _____

Marriage

- a) Anyone if the marriage occurred more than 80 years ago
- b) Either party to the marriage
- c) Person with written authorization of b) – **See over**
What is your relationship to the person whose information you are requesting?

- d) Child or parent where both parties are deceased. My relationship is _____
- e) Person with valid reason where both parties and immediate next of kin are deceased. My reason is _____

Burial

- a) Anyone if the burial occurred more than 70 years ago
- b) Any person with a valid reason. My reason is _____

Please Note: There is a flat fee of \$20 per baptism, marriage, or burial search, which must be paid regardless of whether the search is successful. For best results, please submit all requested information. If the search is unsuccessful, the Archives will send the researcher a detailed inventory of what records were searched. Along with this form, please mail a cheque payable to **Region 5 of the United Church of Canada** and note **“archives” in the memo line.**

Fee Exemptions:

- 1) All b/m/b searches related to Metis or Indian Status, or where the record was created by an Indigenous Community of Faith.
- 2) Where payment of fee is undue hardship to researcher.

If you feel able to make a donation to the Archives, your support of our work would be appreciated. A donation request will be included with the results of our search. A receipt for income tax purposes will be issued for donations of \$25.00 or more.

The United Church of Canada Archives
University of Winnipeg
515 Portage Avenue, Winnipeg, Manitoba R3B 2E9
Phone: (204) 783-0708 • Fax (204) 783-8910 • ucarchives@uwinnipeg.ca

Application Form for Baptism, Marriage or Burial Record - *continued*

Please read and complete reverse side.

Please note: searches cannot be conducted without the name of the Church. If it is not known please include up to 3 educated guesses. Family and friends may remember, or perhaps it happened at a local church close to a childhood home or the home of grandparents.

BAPTISM

Last name at time of Baptism		Given names		Date of Baptism		
				Month	Day	Year
Date of Birth			Place of Baptism			
Month	Day	Year	City/Town/Village	Name of church (required)		
Parent One			Parent Two			
Last name (maiden name if mother)			Given names	Last name (maiden name if mother)		Given names

MARRIAGE

Spouse One					
Last name of party at time of marriage		Given names		Parents' names - include mother's maiden name	
Spouse Two					
Last name of party at time of marriage		Given names		Parents' names - include mother's maiden name	
Date of marriage			Place of marriage		
Month	Day	Year	City/Town/Village	Name of church (required)	

BURIAL

Last name of deceased		Given names			
Date of death			Place of funeral		
Month	Day	Year	City/Town/Village	Name of church where registered (required)	

CONSENT TO RELEASE INFORMATION

If you are requesting information about another person and require their written authorization, the following section must be completed and signed by them or a signed letter of consent must be attached to the application.

I, _____, give my consent to release the requested information to _____.

Print name of person entitled to information Print name of authorized representative

_____ _____

Signature of person entitled to information Date

REASON I AM REQUESTING THIS INFORMATION

If you have any additional information that you believe would assist us in our search, please include it with your application. Please note if request is urgent.

APPLICANT'S AGREEMENT

I agree that the information provided to me will be used for the reason stated above and will not be used for any unlawful or improper purposes.

Applicant's name _____ Daytime phone number _____

Applicant's signature _____ Date _____ Email address: _____

Donations to The United Church of Canada Archives help us preserve our holdings. A donation request may be included with the results of this search. May we contact you with a future donation request? ___ Yes ___ No

RECORD TO BE MAILED TO:

I'd prefer an emailed copy: Yes No

Name		
Address		Apt. No.
City	Province	Postal Code