Genealogical Request Form for Marriage Record — Appendix 824B

Step 1: Instructions
Please read carefully.

The Archives will only release marriage information to a third party for marriages that took place 75 years prior to the current year, or for marriages where both parties have been deceased for 20 years.

Fields marked with an * are mandatory. Without this information, requests cannot be processed.

- Complete one form per request.
- The search will commence on the day payment is received. Due to the high number of requests, we are unable to estimate how long it will take to provide the service.

Step 2: Information about the Request

Métis citizenship or Treaty Status registration	☐ **Yes**	*Complete & attach the Family Tree Form (Appendix 824D).* *Proceed to Steps 3 and 4 and submit.*
Canadian Citizenship	☐ **Yes**	
Other (please state)	☐ **Yes**	

Step 3: Marriage Information

*Did the marriage take place 75 years prior?	☐ **Yes**	
	☐ **No**	*Attach a letter of permission, signed & dated, from the individual(s) or their family.*
OR have both parties been deceased for more than 20 years?	☐ **Yes**	*Death certificates may be required.*
	☐ **No**	*Attach a letter of permission, signed & dated, from the family.*

*Date of Marriage:	(dd/mmm/yyyy) *Provide approximate date if not known*
*City of Marriage:	

Groom

*Full Name:	(First Name)	(Middle Name)	(Last Name)
Date of Birth:	(dd/mmm/yyyy) *Provide approximate date if not known*		
Parish of Baptism:			
Presiding Clergy:	(First Name)	(Last Name)	

Bride

*Full Name:	First Name)	(Middle Name)	(Last Name)
Date of Birth:	(dd/mmm/yyyy)		

The Catholic Archdiocese of Edmonton

Step 4: Information about the person making the request

*Requestor's name:	(First Name)	(Last Name)	
*Requestor's relationship to the Person who received the Sacrament: *If requestor is an adoptee, attach a copy of the Adoption Order to establish biological relationship.*			
*Mailing Address:			
	(Street Address or P.O. Box)		
	(City)	(Province/State)	(Postal Code)
*Phone:			
*Email:		(Country)	
*Signature of person making this request		*Date (dd/mmm/yyyy)	

Step 5: Payment Method

1. **Online** through the Catholic Archdiocese of Edmonton's website:
   https://caedm.ca/donate/to-the-archdiocese/

   1. Click **"Other"** to specify amount and then **"Done".**
   2. Under **"Charitable Fund",** choose **"Archives"** and click **"Donate".**
   3. Follow instructions on screen. In **"Special Notes"** state the purpose for the payment, e.g., "Search for baptism record".
   4. After payment is made, notify Archives staff and attach filled out form to: archives@caedm.ca

2. By **cheque** made out to **"The Catholic Archdiocese of Edmonton"** then mailed to:
   The Catholic Archdiocese of Edmonton – Archives
   8421 – 101 Avenue NW
   Edmonton, AB T6A 0L1

Privacy statement:

The Catholic Archdiocese of Edmonton values the privacy of its patrons. It has reasonable security arrangements to protect personal information from unauthorized access, disclosure, alteration, or destruction. The Archives will gather only the personal information necessary to facilitate a request and the personal information will not be used for any other purpose.