



To save time, order your birth certificate or the birth certificate of your child (under 19), securely online and pay with credit card. Go to: <https://ecos.vs.gov.bc.ca>.

MAILING ADDRESS AND CONTACT INFORMATION

PRINT your name, address and identifying information clearly.
This portion is used when mailing your certificate or correspondence.

Office Use Only: AFS Number:

Surname	Given Name(s)		
Residential Address	City / Town / Village, Province / State, Country	Postal Code	
Home/Primary Phone (include area code)	Work Phone (include area code and extension)		
<input type="checkbox"/> I authorize the Vital Statistics Agency to mail correspondence and/or legal documents to the person/organization listed below. (Authorization required if mailing address is different from residential address.)			
Company and/or Individual Name		City / Town / Village, Province / State, Country	Postal Code

Birth Details

Surname *	Surname			* NOTE: Provide the surname at birth/adoption or following a legal change of name even if a surname by marriage is currently used.
Given Name(s) and Sex	First Name	Middle Name(s)	Sex	
Date and Place of Birth	Month (e.g., Feb) MMM	Day DD	Year YYYY	City / Town / Village

Father / Parent Details

Surname	Surname		
Given Name(s)	First Name	Middle Name(s)	
Birth Place	City / Town / Village	Province / State	Country

Mother / Parent Details

Maiden Surname **	Maiden Surname			** NOTE: The mother's maiden surname is the last name she was given at birth, or if a legal change of name has been completed, her new last name as noted on the change of name certificate. In Canada, the mother's birth surname or surname following a legal change of name is always listed on the child's birth registration and the parental birth certificate, even if she is married.
Given Name(s) and Sex	First Name	Middle Name(s)		
Birth Place	City / Town / Village	Province / State	Country	

YOUR RELATIONSHIP TO THE PERSON NAMED ON THE BIRTH CERTIFICATE

<input type="radio"/> Self	<input type="radio"/> Other [†] (requires written authorization from an eligible applicant)	Reason certificate required
<input type="radio"/> Mother / Parent (for a child under 19 or incapable)		
<input type="radio"/> Father / Parent (for a child under 19 or incapable)		Your signature:

BIRTH CERTIFICATES AND REGISTRATION PHOTOCOPIES/EXTRACTS

Qty (Limit 2 of each)	Type of Birth Documents (see Information Provided on pg 2 for details)	Cost Based on Delivery Type ^{††}		Estimated Date of Delivery (Note: Add 2-3 weeks for processing if birth document is for a newborn.)	
		Mail	Courier	Mail	Courier ^{††}
	Individual information only (with sex displayed)	\$27ea	add \$33 to order	Prints in 2 - 5 business days; add mailing time from Victoria to you.	Prints next business day; add courier delivery time from Victoria to you.
	Individual information only (without sex displayed)	\$27ea			
	Parental information included (with sex displayed)	\$27ea			
	Parental information included (without sex displayed)	\$27ea			
	Registration Photocopy/Extract (certified copy or extract of the birth registration. Seldom required for applications)	\$50ea	add \$10	Prints within 20 business days; add mailing time, Victoria to you.	Prints next business day; add courier delivery, Victoria to you.

* Children (16 and under) require a birth certificate with **parental information included** for passport, school enrollment, and many other applications.

^{††} Documents are sent by mail unless courier service is requested. Courier delivery is **not** made to post office boxes, apartment complexes, homes that use Super Box (community) mailboxes, or basement suites. Instead, a delivery notice with instructions is left at the mailing address and the envelope is delivered to the nearest postal outlet. ID and signature are required upon pick up.

PAYMENT METHOD (Interac/Cash payments can be made in person at a Service BC Centre)

<input type="radio"/> Cheque or Money Order payable to the Minister of Finance (Postdated cheques are not accepted)	Card Holder Name (PRINT card holder name as shown on credit card)	Amount Enclosed \$
<input type="radio"/> Credit Card, please bill my: <input type="radio"/> Visa <input type="radio"/> MasterCard <input type="radio"/> American Express	Credit Card Number	Expiry Date
Note: Credit card information is not retained. Upon authorization of the payment request, all credit card information is destroyed.	Card Holder Signature 	



IMPORTANT INFORMATION

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TO AVOID DELAY

- **Verify that you are eligible** to request a certificate (see Section 3 below).
- **Write your complete address and telephone number clearly on your application.** To authorize the Vital Statistics Agency to send correspondence and your birth document to a mailing address that is different from your residential address, you **MUST** check the box and provide your signature beside the statement provided on page one. **Without authorization, we cannot process your request.**
- **Complete all sections in full.** If there is information you do not know, include the following three items with your application:
 1. A brief letter explaining why the information is unknown to you.
 2. Photocopies of two (2) pieces of identification (one piece should be picture ID).
 3. Written verification of your identity on official letterhead from a physician, lawyer, notary public, or religious representative who has known you for at least two (2) years.
- **Enclose the correct payment in Canadian funds.** Payments made by cheque or money order should be made payable to the Minister of Finance. Do not postdate cheques or send cash by mail. A service charge of \$30.00 is levied on all cheques not honoured by the payee's financial institution. Interac/Cash payments can be made in person at a Service BC Centre. Visit www.servicebc.gov.bc.ca to find a location near you.

IMPORTANT INFORMATION

1) FEES AND LIMITS ON NUMBER OF CERTIFICATES

Fees listed on this form are determined under the *Vital Statistics Act Regulation* and are subject to change without notice. For the protection of your identity, the maximum number of each version of the birth certificate which may be ordered is **TWO (2)**.

2) INFORMATION PROVIDED

Certificates are printed in UPPER CASE and contain the following information:

- Birth (Individual information only) - name, date, place of birth, sex (unless requested to not display on page 1), registration date and number
- Birth (Parental information included) - name, date, place of birth, sex (unless requested to not display on page 1), registration date and number, parents' names and places of birth

Sex: A British Columbia birth certificate is an extract of a person's (subject's) birth registration. Sex (M, F, or X) as it is recorded on a person's birth registration will be displayed on the certificate unless you indicate that you do not want it to be displayed by selecting that option on page 1. In order for sex to not be displayed on a birth certificate, the option on page 1 will need to be selected every time a request for a birth certificate is made.

Note: Any amendment to the birth registration will be reflected on a birth certificate however selecting the option for sex to not be displayed does not by itself change or amend a birth registration.

Note: A birth certificate with no sex displayed is valid and recognized by the Government of British Columbia; however, the Government of British Columbia cannot guarantee that a British Columbia birth certificate with no sex displayed will be accepted by other organizations in British Columbia or by other jurisdictions.

Certified Electronic Extract of a Birth Registration (Issued for all birth events occurring on or after January 1, 2000)

This is an extract of the birth information on file with the Agency issued for birth events occurring on or after January 1, 2000. It is also issued for all birth events that have an adoption notation on the birth registration regardless of the year of birth. This document cannot be used for identification purposes and is generally only required for court purposes or applying for citizenship in another country.

Certified Copy of a Birth Registration (Issued for all birth events occurring prior to January 1, 2000)

This is a copy of the original birth registration completed at the time of birth. This document cannot be used for identification purposes and is generally only required for court purposes or applying for citizenship in another country.

3) WHO QUALIFIES TO APPLY FOR A BIRTH CERTIFICATE?

- The person who is the subject of the certificate.
- A parent of the person who is subject to the certificate, if that person is under 19 years of age or incapable.
- A custodial guardian if no parent is capable (Custodial guardians must provide a copy of guardianship papers.)
- A person who has written authorization from a person who is eligible to apply for a birth certificate.
- An officer of any provincial government or the government of Canada who requires the certificate for use in the discharge of official duties.
- Any other person who satisfies the registrar general concerning the good faith of the person's cause for requiring the certificate.

OTHER SERVICES - Genealogy Certificates and/or Commemorative Certificates - B.C. RECORDS ONLY

To obtain an application for either of these services, visit our website or contact us by telephone.

CONTACT US

Apply for services in person at any Service BC Centre. Visit www.servicebc.gov.bc.ca for your nearest location.

Telephone: 250 952-2681 (Victoria & outside B.C.)
Toll Free: 1 888 876-1633 (within B.C.)
Website: www.gov.bc.ca/vitalstatistics

VITAL STATISTICS AGENCY
PO BOX 9657 STN PROV GOVT
VICTORIA BC V8W 9P3

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

This information is collected by the Vital Statistics Agency under section 26(c) of the *Freedom of Information and Protection of Privacy Act*, and will be used to fulfill the requirements of the *Vital Statistics Act* for the release of gender designation information. Should you have any questions about the collection of this personal information, please contact: Manager, Vital Statistics Agency, 250 952-2681, PO Box 9657, Stn Prov Govt, Victoria BC V8W 9P3.

This form is subject to verification and audit by the Province of British Columbia.