



STATUTORY DECLARATION RE: CORRECTION OF ERROR OR OMISSION IN DEATH REGISTRATION

Please read the instructions and documentation requirements on page 2 of this form.

APPLICANT'S INFORMATION

Form section for Applicant's Information including fields for Surname, Given Name(s), Mailing Address, City/Town/Village, Province/State, Country, Postal/ZIP Code, Home Phone, Work Phone, and If Company, Attention.

DEATH AS CURRENTLY REGISTERED

Form section for Death as Currently Registered including fields for Surname of Deceased, Given Name(s), Age, Sex, Date of Death (Month, Day, Year), Place of Death, Residence Before Death, and Registration #.

CORRECTION OF ERROR OR OMISSION

Form section for Correction of Error or Omission with two text areas for describing the error and the correct information.

DECLARATION

- Declaration statements including: 'I/We desire the correction(s) as shown above to be made pursuant to the Vital Statistics Act.', 'I/We have enclosed all certificates in my/our possession...', 'I/We understand that all certificates affected by this correction will be ordered cancelled...', and 'I/We make this solemn declaration conscientiously believing it to be true...'.

Signature section with lines for 'Declared before me at', 'in the Province of British Columbia, this', 'day of', and signature lines for the Declarant and the Lawyer/Notary Public.

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 death information.

Complete the "Services/Fees" area on page 2 before submitting this request.

# Corrections of Error or Omission in Death Registration

To make the requested change, the following items are **required**:

1. Completion of this form, "Statutory Declaration Re: Error or Omission in Death Registration".

**Note:** When completing a Statutory Declaration, the signature(s) must be witnessed by a person authorized for taking oaths and affidavits. Legislation allows those who are specifically authorized to witness signatures to charge a fee for this service. You may wish to check with the office in advance to determine this fee.

2. Provide proof to support the requested change. Acceptable evidence would be:

- ✓ **Certified** copy of birth certificate
  - ✓ **Certified** copy of Canadian citizenship papers/card
- ✓ **Certified** copy of Canadian Permanent Resident card
  - ✓ **Certified** copy of Landed Immigrant papers\*  
(\*not acceptable if issued for travel purposes only)

**NOTE:** A **certified copy** is a photocopy of a document, authenticated by an authorized official (lawyer, articulated law student, notary public or commissioner for taking affidavits), as a true photocopy of the original document.

3. Payment of the legislated fee for a correction or omission in registration. (See "Services/Fees" below.)
4. The issuance of a certificate reflecting a correction may be ordered following the change.

**IMPORTANT: ALL** previously issued certificates affected by the requested correction, **MUST be returned** to the Vital Statistics Agency with this request for a correction to a record. Following the amendment, these certificate(s) **are no longer valid**.

## CONTACT US

**Mailing Address:** Vital Statistics Agency, PO Box 9657 Stn Prov Govt, Victoria BC V8W 9P3  
**Telephone:** 250 952-2681 (Victoria & Outside B.C.), 1 888 876-1633 (within B.C.)  
**Web:** [www2.gov.bc.ca/gov/content/life-events](http://www2.gov.bc.ca/gov/content/life-events)

Apply for services in person at any Service BC Centre. Visit [www.servicebc.gov.bc.ca](http://www.servicebc.gov.bc.ca) for your nearest location.

## SERVICES/FEEES

The fee for the Correction of Error or Omission in Registration is \$27.00 and **does not include a new certificate**. If you wish to order new certificate(s), please complete the following and add the additional fees to the total payment amount.

Certificate Type	Regular Service \$27.00 per certificate (average 2 to 5 days processing time)	Courier Service** \$60.00 per certificate
<b>Death Certificate</b>	<input type="checkbox"/> Large Certificate 21.6 cm x 17.7 cm <input type="checkbox"/> Registration Photocopy, Regular Service - <b>\$50.00</b> per photocopy (average 20 business days processing time)	<input type="checkbox"/> Large Certificate 21.6 cm x 17.7 cm <input type="checkbox"/> Registration Photocopy, Courier Service - <b>\$60.00</b> per photocopy

**\*\*NOTE:** All services ordered from the Vital Statistics Agency are sent by regular mail unless courier delivery is requested. Delivery time varies based on the shipping destination. When courier service is requested, the document prints on the day following the request and is sent out by courier service. Courier service is **not** attempted at the following residence types: post office box, apartment complex, homes that use Super Box (community) mailboxes and basement suites. Instead, a delivery notice with instructions is left at those residences and the package delivered to the nearest postal outlet. ID and signature is required upon pick up. If a document is requested and a search of Vital Statistics records finds no record of the event, the \$27.00 fee is applied to the cost of the search.

## PAYMENT METHODS

- Cheque\*     
  Money Order\*     
  Visa     
  MasterCard     
  American Express

† **Postdated cheques are not accepted.** Make cheques or money orders **payable to the Minister of Finance**. Interac/Cash payments can be made in person at a Service BC office. Visit [www.servicebc.gov.bc.ca](http://www.servicebc.gov.bc.ca) to find a location near you.

**AMOUNT ENCLOSED:**

**Amendment Fee**      \$      **27.00**

**New Certificate(s)**      \$ \_\_\_\_\_  
 (See fees above)

**Total Amount Enclosed**      \$ \_\_\_\_\_

**X** \_\_\_\_\_  
 Card holder signature

\_\_\_\_\_  
**PRINT** card holder name as shown on credit card

Credit Card # \_\_\_\_\_      Expiry date \_\_\_\_\_

**Note:** Credit card information is not retained. Upon authorization of the payment request, all credit card information is destroyed.