



**SEARCH REQUEST AND CONSENT FORM**  
(to obtain information about someone else's divorce)

Use this form to ask for information about someone else's divorce proceedings if a divorce was filed after July 2, 1968.<sup>1</sup>

**INSTRUCTIONS: Please type or print when you fill in the form**

1. The information you provide must be complete and accurate<sup>2</sup>.
2. Consent of the person you are enquiring about is always required unless you are applying on behalf of a) an organization that has an agreement with the Department of Justice Canada to obtain information in the Central Registry of Divorce Proceedings (CRDP) databank; or b) an investigative body listed in Schedule II of the federal [Privacy Regulations](#).
3. If you are authorized by the law of Canada or a province to administer a person's estate and you wish to obtain information about that person, you must also provide us with the proof of such authorization (e.g. Power of Attorney, certificate of appointment of estate trustee, etc.).
4. Refer to the second page of this form for the person to sign and provide consent.
5. Return the form duly completed and signed with other required documents to: Central Registry of Divorce Proceedings, Department of Justice Canada, 284 Wellington Street, Ottawa ON K1A 0H8.
6. If you are looking for information about your own divorce proceedings, you must use the [Search Request Form](#) or call 613-957-4519.

**Information about you**

Name: _____ (Given name(s)) (Surname)	If applicable, your title and the name of your organization / institution: _____
Mailing address: _____ (Street, City, Province and Postal Code)	Telephone (day): _____

**Information about the spouses**

SPOUSE 1	SPOUSE 2
Name on the day before the day of the marriage: _____ (Given name(s)) (Surname)	Name on the day before the day of the marriage: _____ (Given name(s)) (Surname)
Date of birth: _____ (yyyy/mm/dd)	Date of birth: _____ (yyyy/mm/dd)
Date of marriage: _____ (yyyy/mm/dd)	

**What information are you requesting? (please check all that apply)**

<input type="checkbox"/> Court Number and CRDP Number	<input type="checkbox"/> Disposition and date of divorce proceedings
<input type="checkbox"/> Location and telephone number where the divorce was filed	<input type="checkbox"/> Date the divorce application was filed

For what purpose and use are you requesting this information? – for example, to administer or enforce a law; for a lawful investigation; to administer or settle an estate, etc. \_\_\_\_\_

**If you are requesting the information to administer or enforce a law, or to carry out a lawful investigation, please also indicate:**

a) the legislative or regulatory provision(s) you are administering, enforcing or conducting an investigation under: \_\_\_\_\_

b) the legislative or regulatory authority that allows you to collect this information: \_\_\_\_\_

<b>How would you like the CRDP to respond to your request:</b>	<input type="checkbox"/> By mail	<input type="checkbox"/> By Phone
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_____ Your signature	_____ Date: (yyyy/mm/dd)
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<sup>1</sup> For a divorce proceeding filed in the province of Ontario before 1968, please contact the Archives of Ontario, 134 Ian Macdonald Boulevard, Toronto ON M7A 2C5. For a divorce proceeding filed outside of the province of Ontario before 1968, please contact the Senate of Canada, Room 1310, 40 Elgin St., Ottawa ON K1A 0A4.

<sup>2</sup> The information contained in the CRDP reflects what is provided by the Courts. The CRDP is not responsible for any errors or discrepancies with court records or with the information provided on this form. You should always verify and validate the information received with the court where the divorce proceeding was filed.



**Disclaimer:**

This form may have been reproduced and/or modified by companies and they may charge a fee to complete it and to conduct a search of the Central Registry of Divorce Proceedings. Note that the Department of Justice Canada was not involved in any reproduction of this form and the CRDP **does not charge any fees** for processing a request for information from a member of the public.

**Privacy Act Notice Statement**

The Department of Justice Canada is committed to protecting the privacy of individuals, including safeguarding the personal information you provide on this Search Request and Consent Form. The personal information provided on this form is collected under the authority of the *Divorce Act* and the *Central Registry of Divorce Proceedings Regulations* and is protected in accordance with the *Privacy Act*. This information will be used to search within the [Central Registry of Divorce Proceedings Personal Information Bank JUS PPU 005](#) for the purpose of responding to this request for information concerning a divorce proceeding, and for any other uses or disclosures in accordance with the *Privacy Act*. We will be unable to process this search request unless all of the required personal information is provided. If you require clarification about this form, please contact 613-957-4519.

Under the *Privacy Act*, you have the right to access your personal information retained by the Central Registry of Divorce Proceedings and to request corrections to it. Where correction is not possible, you have the right to request that a notation be attached to the information reflecting any correction requested but not made. If you require clarification about this *Privacy Act* Notice Statement, please contact our Access to Information and Privacy Office at [ATIP-AIP@justice.gc.ca](mailto:ATIP-AIP@justice.gc.ca) or by phone at 613-907-3700. Please note that you have the right to file a complaint to the Office of the Privacy Commissioner of Canada regarding our handling of your personal information. For more information, please visit the Office of the Privacy Commissioner's website at [www.priv.gc.ca](http://www.priv.gc.ca) or contact the Office by phone at 1-800-282-1376.

**CONSENT FOR USE AND DISCLOSURE OF PERSONAL INFORMATION (to be completed and signed by the individual whose information is being sought or by the individual authorized by the law of Canada or a province to administer the person's estate).**

<p>The individual, institution or organization (applicant) mentioned above is seeking personal information about you or the individual for whom you are authorized to administer the estate under Canadian or provincial laws. The CRDP cannot disclose your personal information without your written consent. You are under no obligation to provide consent. If you agree with the CRDP's disclosure of your personal information to the applicant, please complete the section below.</p>		
<p><b>Consent Statement</b></p> <p>I, _____, hereby authorizes the Department of Justice Canada to disclose to the applicant noted above,  <small>(the individual identified below)</small>  personal information about me or the individual whose estate I am authorized to administer under Canadian or provincial laws that is contained in the CRDP databank. Only the information specifically requested in this application is to be disclosed to the applicant. The applicant may use the information only for the purposes indicated above. This consent expires 30 days following the date of my signature.</p>		
<p>Given name(s) and Surname of consenting spouse on the day before the day of the marriage</p> <p style="text-align: center;">-OR-</p> <p>Given name(s) and Surname of individual authorized by the law of Canada or a province to administer the person's estate</p>		
<p>_____</p> <p>(please print)</p>	<p>_____</p> <p>Signature</p>	<p>_____</p> <p>Date (yyyy/mm/dd)</p>
<p>Given name(s) and Surname of witness</p>		
<p>_____</p> <p>(please print)</p>	<p>_____</p> <p>Signature</p>	<p>_____</p> <p>Date (yyyy/mm/dd)</p>