**REQUEST FOR COPY OF MARRIAGE CERTIFICATE**

The Archives Office holds the marriage registers from St Mary’s Cathedral and a small number of other parishes, but it does not hold original marriage certificates. Office staff can provide information recorded in the registers, but *Privacy Principles* require that we confirm the identity of applicants who request such information. As a result, we ask you please to complete the following form as fully as possible.

|  |
| --- |
| **Marriage information** |
| Parish/church where the marriage was conducted |  |
| Full name of groom |  |
| Full name of bride with former name |  |
| Date of marriage |  |

|  |
| --- |
| **Contact details of person requesting information** |
| Name  |  |
| Postal address |   | Work phone |  |
| Mobile |  |
| Email |  |
| Reason for the request |  |

|  |
| --- |
| **Proof of identity**  |
| Please provide a scanned copy of one of the following forms of identification:□ Driver’s licence □ Passport □ Medicare card □ Social services cardNote: if we can provide any assistance, please contact our office. |

|  |
| --- |
| **Donation information**  |
| The Catholic Church Archives is a not-for-profit institution and, as such, does not charge fees for its services. However, donations to help us cover the costs incurred would be much appreciated.Cash donations may be made in person at the Archives at the time of your visit.Cheques may be made payable to CATHOLIC CHURCH ARCHIVES (Postal address: 40A Mary Street, Highgate, WA 6003).Bank transfers may be made to:**Account name**: The Roman Catholic Arch. of Perth **BSB**: 086 006**Account**: 79586 3781**Reference**: Archive donation Unfortunately, we cannot issue a tax-deductible receipt. |

|  |
| --- |
| **Office use only: Search result** |
| Information extracted from the marriage register  |  |
| Documentation provided |  |
| Staff member |  |
| Date for secure destruction of ID record |  |