



True Copy Request

The Rooms Provincial Archives Division
PO Box 1800, Stn C, 9 Bonaventure Avenue,
St. John's, NL A1C 5P9
Telephone: 709-757-8030 Fax: 709-757-8031

A True Copy is a copy of the complete information in a primary document within the holdings of The Rooms Provincial Archives Division. A true copy may be a photocopy or printed scan of the document. It is signed and certified to be true by the Director/Provincial Archivist, as per Section 25 of The Rooms Act, 2005.

A True Copy may be requested for:

- (1) a pre 1892 baptism, marriage, or burial record.
- (2) an entry from the 1911, 1921, 1935, or 1945 Nominal Census.
- (3) a government record or manuscript document (up to a maximum of 10 pages)

The fee for this service is \$23.00, which includes the \$20.00 processing fee plus 15% HST (Harmonized Sales Tax). Cheques or money orders should be made payable to The Rooms Corporation of Newfoundland and Labrador.

For international clients, payment must be made in Canadian funds. Canadian money orders, Canadian Bank drafts, VISA, Mastercard and American Express are accepted.

___VISA	___Mastercard	___AmEx	Name on card:
Card number:			Expiry Date:

Note: It is the responsibility of the client to first locate the pertinent record and to note the identifying information on the reverse side of this form.

Please Print	
Name:	
Address:	
Telephone #:	
E-mail:	
Researcher #:	
Date of Request:	
<input type="checkbox"/> Will call for and pay	<input type="checkbox"/> Mail with prepayment

Please indicate the document requested for True Copy:



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True Copy - Vital Record (baptism, marriage or burial record)			
Circle Only One:	Baptism	Marriage	Burial
Full Name:			
Date of record:			
Where was record located?	<input type="checkbox"/> Register of Vital Statistics	<input type="checkbox"/> Parish Records	
Check One ✓	Vol.# _____	Religious Denomination: _____	
		Parish: _____	
		Box: _____	

True Copy - Nominal Census				
Circle Only One:	1911	1921	1935	1945
Full Name:				
District:			Place:	
Page #:			Entry #:	

True Copy - Government Record or Manuscript Document
Collection Number (GN or MG number):
Description (Title, Box #, Reel #, Page #, etc.):