



APPLICATION FOR MILITARY SERVICE INFORMATION

There are no restrictions on military records for the First World War (1914-1918) or earlier. Proof of death is not required. If you have Internet access, please consult our Web site www.collectionscanada.ca/genealogy for information about how to access those records. Select Sources by Topic: Military.

Criteria concerning the release of personal information from service files after 1918, including Second World War files:

- Access to personal information relating to an individual who is still living requires that person's signed consent.
- If the individual has been deceased for less than 20 years, limited information may be released to immediate family. Proof of death and relationship must be provided.
- There are no restrictions on access to information relating to an individual who has been deceased for more than 20 years. Proof of death is required.

Proof of Death: A copy of a death certificate, newspaper obituary or funeral home notice. Note that proof of death is not required if the individual died while serving.

Proof of Relationship: A photocopy of a document that clearly demonstrates the relationship between yourself and the individual concerned. Both names must appear on the document (e.g. a newspaper obituary, baptismal certificate or full-form birth certificate). A wallet-sized birth certificate that does not indicate parents' names is not accepted.

Immediate Family: A parent, spouse, child, sibling or grandchild of the individual.

DETAILS OF SERVICE PERSON (please print)

Surname Given name(s)

Date of birth Place of birth

Service number, rank or SIN

Branch of service:

Army Navy Air Force Wartime Regular Service Reserve

Dates of service (approximate years)

Father's name Mother's name

Name of spouse

WHAT DOCUMENTS ARE YOU REQUESTING?

- Copy of discharge certificate Genealogy package (copies of selected documents that highlight/summarize the individual's service; only available for records after 1918)
- Other (specify)

Reason for request

- Pension/Benefits Bursary/Scholarship Employment Veterans' organization (s)
- Family history Other (please specify)

YOUR CONTACT INFORMATION (please print)

Your name

Address

Telephone Fax

E-mail

Your signature Date

Complete and send by mail or fax to:

Personnel Records, Library and Archives Canada
395 Wellington St. Ottawa ON K1A 0N4

Fax: (613) 947-8456