



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