Directeur de l'état civil
Québec

Application for publication or for a dispensation from publication of a notice of marriage or civil union

K FO–21–11 20180101

Important

- Read the general information.
- Fill out **all sections** corresponding to the application.
- Fill out in block letters, in **black** or **blue** ink.
- **Sign** and **date** the application.

Section 1: Subject of the application

1.
☐ Application for publication of a notice ➔ Fill out sections 2 to 6. ☐ Application for a dispensation from publication of a notice ➔ Fill out sections 2 to 5 and section 7.

Section 2: Information on the officiant

2. Surname		3. Usual given name
4. Home address or work address (number, street)	Apartment	5. City, town, village or municipality
6. Province	7. Postal code	8. Country
9. Area code Phone number (home)		10. Area code Phone number (other) Extension
11. Email, if applicable		12. Authorization number for solemnization of marriages and civil unions

13. Quality of officiant
☐ Minister of religion ☐ Clerk or deputy clerk ☐ Person designated ☐ Notary ☐ Other Specify: _____

Section 3: Information on the future spouse or civil union partner

14. Surname		15. Usual given name
16. Home address (number, street)	Apartment	17. City, town, village or municipality
18. Province	19. Postal code	20. Country
21. Area code Phone number (home)		22. Area code Phone number (other) Extension
23. Email, if applicable		24. Sex ☐ Male ☐ Female
25. Date of birth Year Month Day		26. Place of birth (city, town, village or municipality, province or country)
27. Surname of parent	28. Given name of parent	29. Quality of parent ☐ Father ☐ Mother
30. Surname of other parent	31. Given name of other parent	32. Quality of parent ☐ Father ☐ Mother

Section 4: Information on the other future spouse or civil union partner

33. Surname		34. Usual given name
35. Home address (number, street)	Apartment	36. City, town, village or municipality
37. Province	38. Postal code	39. Country
40. Area code Phone number (home)		41. Area code Phone number (other) Extension
42. Email, if applicable		43. Sex ☐ Male ☐ Female
44. Date of birth Year Month Day		45. Place of birth (city, town, village or municipality, province or country)
46. Surname of parent	47. Given name of parent	48. Quality of parent ☐ Father ☐ Mother
49. Surname of other parent	50. Given name of other parent	51. Quality of parent ☐ Father ☐ Mother

Do not forget to fill out page 2.

Ministère du Travail, de l'Emploi et de la Solidarité sociale

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Section 5: Information on the marriage or civil union

52. Type of solemnization ☐ Marriage ☐ Civil union	53. Scheduled solemnization date Year Month Day	54. Place of solemnization (name of the place of worship, municipality or judicial district, as applicable)
55. Address of place of solemnization (number, street) / Apartment		56. City, town, village or municipality
57. Province		58. Postal code / 59. Country

Section 6: Application for publication of a notice

➔ Fill out this section if you are applying for publication of a notice of marriage or civil union.

60. Surname of witness	61. Given name of witness
62. Home address (number, street) / Apartment	63. City, town, village or municipality
64. Province	65. Postal code / 66. Country
67. Area code Phone number (home)	68. Area code Phone number (other) Extension
69. Email of witness, if applicable	

70. Attestation and signature of witness — 71. Date

I solemnly declare that I am of full age and that, to the best of my knowledge, the information provided is true.

X _____ Year Month Day

72. Date of the beginning of the publication period Year Month Day	73. Signature of officiant	74. Date
	X _____	Year Month Day

Section 7: Application for a dispensation from publication of a notice

➔ Fill out this section if you are applying for a dispensation from publication of a notice.

75. Serious reasons why you are applying for a dispensation from publication.

Use an additional sheet of paper if you do not have enough space.

76. Signature of future spouse or civil union partner — 77. Date

X _____ Year Month Day

78. Signature of other future spouse or civil union partner — 79. Date

X _____ Year Month Day

80. Signature of officiant — 81. Date

X _____ Year Month Day

Ministère du Travail, de l'Emploi et de la Solidarité sociale

Directeur de l'état civil
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General information concerning an application for publication or for a dispensation from publication of a notice of marriage or civil union

Do not forward this document with your application.

What should you know?

The law requires future spouses or civil union partners to give public notice of their intention to marry or to enter into a civil union, as applicable. The publication of a notice of marriage or civil union on the website of the Directeur de l'état civil is therefore very important. Failing to meet that requirement without prior dispensation could lead to serious consequences on the registration of the marriage or civil union in the register of civil status. However, no publication is required if the intended spouses are already in a civil union.

Note that the Directeur de l'état civil ensures that the officiant is competent to solemnize marriages and civil unions when it receives an application for publication of a notice of marriage or civil union.

Who must fill out the form?

The form is divided into a number of sections that must be filled out jointly by the officiant of the marriage or civil union and the future spouses or civil union partners, and a witness, as applicable.

The officiant's responsibilities

Verification of the identities of the future spouses or civil union partners

Before filing the application, the officiant must ensure that the information on the identities of the future spouses or civil union partners recorded in the form matches the information appearing on their birth certificates or, if applicable, the official document certifying the birth issued by the civil status officer of the country or province where the person´s birth took place.

Verification of the identity and age of the witness

The officiant must also verify the identity and age of the witness using valid photo identification. The witness must be at least 18 years old.

The witness does not have to be one of the people acting as a witness at the ceremony.

The witness's responsibility

The witness must attest to the truth of the information recorded in section 6 of the form.

Obligations related to publication

Every notice of marriage or of civil union must be published on the website of the Directeur de l'état civil for a period of **20 days** prior to the scheduled solemnization date, unless a dispensation from publication was granted.

Note that if the marriage or civil union is not solemnized within three months following the twentieth day of publication, the officiant must file a new application for publication.

Amendment

If the compulsory information in a notice contains an error (for example, if the name of one of the future spouses or civil union partners is misspelled), the officiant must contact us to find out what to do.

Dispensation from publication of a notice of marriage or civil union

A dispensation from publication may be granted by the Directeur de l'état civil if the couple gives serious reasons.

After studying the application for a dispensation from publication, the Directeur de l'état civil renders a written decision explaining the reasons the dispensation has been granted or refused.

However, if there is an urgent need to solemnize a marriage or civil union because the life of one of the future spouses or civil union partners is in danger and it is impossible to obtain a dispensation from the Directeur de l'état civil in time, the officiant can grant such a dispensation. In such a case, the officiant must submit the written document attesting to and describing the reasons justifying the dispensation to the Directeur de l'état civil at the same time as the declaration of marriage or civil union.

Processing time

The officiant must take into account the time the Directeur de l'état civil requires to process the application. Applications are processed only during office hours, that is, from 8:30 a.m. to 4:30 p.m., Monday to Friday. Any application received outside of office hours is deemed to have been received when the office opens on the following work day. It is therefore recommended that you send the publication application a few days before the beginning of the publication period.

Objection

Anyone can object to the solemnization of a marriage or civil union. In such case, the individual must submit a judicial application to the Court in that regard. If applicable, it is suggested that a legal advisor be consulted. The *Officiant's Guide* can be consulted for further information.

How to submit this application



By mail: Directeur de l'état civil
2535, boulevard Laurier
Québec (Québec) G1V 5C6

To contact us



By Phone
Québec: 418 644–4545
Montréal: 514 644–4545
Elsewhere in Québec: 1 877 644–4545
By teletypewriter (TTY): 1 800 361–9596



By mail
Directeur de l'état civil
2535, boulevard Laurier
Québec (Québec) G1V 5C6



By email
etatcivil@dec.gouv.qc.ca

Website
www.etatcivil.gouv.qc.ca

Ministère du Travail, de l'Emploi et de la Solidarité sociale

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