

Instructions:

In order for us to process your request, please read and follow the indications below. If any of the mandatory information is missing, we will not be able to complete the search and will have to send back your request. The will Register contain more than 7 million deeds; we must therefore obtain complete and precise information to identify, if applicable, the last testamentary act of the deceased person. We thank you in advance for your co-operation.

1 and 2- Surname and given name (Required): Indicate the family name at birth. Don't enter the spouse's name. Enter the person's first name; any other first names on the birth certificate are not necessary.

3- Social insurance number (Required): If the deceased person has one, you must enter it. If the person had no SIN, you must specify all professions in box 5 and all addresses since 1961 in box 11. In some cases, we will not be able to emit a search certificate. We will then contact the applicant.

4- Date of birth (Required): If date is unknown indicate the year.

5- Professions: Enter the profession before retirement. Please be as specific as possible. Ex.: construction day labourer, bookkeeper, accounting clerk. If the person has never worked, indicate *none*.

6- Date of death (Required): Indicate the date of death mentioned in the Copy of an Act of Death given by the *Directeur de l'état civil*.

7- Civil status: Check the box corresponding to the marital status; check only one box.

8- Surname and given name of spouse: Indicate the name and first name of spouse, be it by marriage, common law or civil union.

9- Surname and given name of previous spouse: Indicate, if applicable, the names of all previous spouses.

10- Last residing address (Required): Enter the street name number and city. If the deceased person was hospitalized at time of death, enter that person's address prior to hospitalisation.

11- Previous addresses since 1961: If there is no known will, indicate all addresses since 1961, with dates. Ex.: Trois-Rivières from 1968-1972. If there is a last known will indicate all addresses since the will until the date of death.

12- Last known will: Indicate the name of the notary and the date of the last will. If you do not have the exact date, indicate the year. Do not indicate the pre-nuptial marriage contract made prior to 2002, January 1st. For more than one contract please use the additional information space.

14- Urgent service: If your request is received before 11h, your results will be posted the same day.

IMPORTANT: La Chambre des notaires cannot be responsible for errors on a will search certificate when this is due to erroneous or missing information given on the request form. Please make sure that all the information indicated on the form is accurate. The Register of wills of the Chambre des Notaires was established on January 1st, 1961. Therefore, it is impossible to trace any acts made prior to these dates.

In order to keep this process confidential, we will give information only to the applicant of the search.

Search Fees: Enclose your payment by postal money order payable to Chambre des notaires du Québec or you may pay with your Visa or MasterCard credit card by indicating your credit card number and its expiry date on the request form. If you come to our offices, payment can be made by debit card, credit card or cash. Personal cheques are not accepted.

Price Scale for Search							
Service	Price	Fax service	Urgent service	Subtotal	G.S.T. 5%	P.S.T. 9,975%	Total
Regular	\$20			\$20	\$1,00	\$2,00	\$23,00
Regular with result by Fax	\$20	\$6		\$26	\$1,30	\$2,59	\$29,89
Urgent	\$20		\$30	\$50	\$2,50	\$4,99	\$57,49
Urgent with result by Fax	\$20	\$6	\$30	\$56	\$2,80	\$5,59	\$64,39

You must return your request to:

Registres des dispositions testamentaires et des mandats de la Chambre des notaires du Québec

600-1801, McGill College ave.

Montréal QC H3A 0A7

Telephone : (514) 879-2906, 1 800 340-4496