



**Payment Method**

<b>Total Amount Enclosed / Authorized</b> \$ _____	
<b>Visa</b> <b>MasterCard</b>	<b>Card Number</b> _____ <b>Expiry Date</b> ____/____
<b>Name on Card</b> _____	<b>Cardholder Signature</b> _____

**Payment**

- **Do not send cash.** It is against postal regulations to send cash through the mail.
- Persons living outside of Canada should obtain a Canadian money order.
- Payments by Cheque or Money Order should be made payable to “*eHealth Saskatchewan*”. Payments by cheque will be held for 6 business days until Health Registries receives notification from the bank that the cheque has cleared.
- **Urgent Service – Additional Fee of \$30.00** - Where rush service is required for a birth, death, or marriage certificate, clients may be able to request this Urgent Service option. If the application is complete, the information agrees with our records and the event is registered, the order will be processed as soon as possible.
  - In order to request Urgent Service, one of the following criteria must be met.
    - a) Immediate Travel – the client has already booked their holiday. The client must provide proof of the booking (i.e. trip itinerary).
    - b) Emergency Travel – the client must travel due to personal emergency (i.e. family death occurred out of province).
  - You can request your documents be sent by courier or you can pick-up. Documents are available for pick-up during regular business hours in Regina only.
  - When picking up the documents, the following must be provided or the document will not be released:
    - the client must present identification
    - if picking up for someone else, the person picking up the document must have written authorization from the other party; plus identification
  - The Urgent Service fee is \$30.00 and is charged on a per order basis in addition to the cost of the requested documents.

**Fees**

- **Certificates –\$25.00**
  - The certificate contains information extracted from the original registration.
- **Certified Photocopies of Registration –\$50.00**
  - A certified photocopy of a registration is a duplicate of the original registration.
- **Genealogical Photocopies of Registration – Fee \$50.00**
  - A genealogical photocopy of a Registration is a duplicate of the original registration and is stamped “For Genealogy Only”.
- **Registration Search – \$25.00 for each search period of 3 or less consecutive years**
  - The fee will be charged if a search of the registry is requested and no product is issued.