



Ottawa, Canada K1A 0A2

## CONGRATULATORY MESSAGES

To allow us to process your request effectively, please answer all of the following questions.  
Note that the personal information you provide is protected under the *Privacy Act*.

Please send the completed request form to:

Congratulatory Messages  
Executive Correspondence Services  
80 Wellington Street  
Ottawa, Ontario  
K1A 0A2  
Fax: 613-941-6901



## REQUESTER INFORMATION

(must be completed for follow-up purposes)

<b>Name:</b>		
<b>Address:</b>		
<b>City:</b>	<b>Province:</b>	<b>Postal Code:</b>
<b>Telephone Number:</b>	<b>Alternate Telephone Number:</b>	
<b>Email:</b>		
<b>Mail certificate to requester (circle one):</b>	<b>YES</b>	<b>NO</b>



## MAILING ADDRESS FOR CERTIFICATE

(unless being mailed to requester, above)

<b>Name:</b>		
<b>Address:</b>		
<b>City:</b>	<b>Province:</b>	<b>Postal Code:</b>

# TYPE OF CELEBRATION

Please select the type of celebration (birthday, wedding or life together) by checking one of the three boxes below



## BIRTHDAY

Congratulatory certificates available  
for 65th birthdays and up  
(at intervals of 5 years)

<b>Language (circle one):</b>  English  French	<b>Date of Birth:</b>  _____ Year / Month / Day	<b>Date of Celebration:</b>  _____ Year / Month / Day	<b>Number of years (circle one):</b> 65 70 75 80 85 90 95 100 100+ _____ (indicate age – no longer has to be at an interval of 5 years after 100)
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**Recipient's name (print):**

Mr. Mrs. Ms. (circle one)

\_\_\_\_\_  
First name

\_\_\_\_\_  
Last name



## WEDDING ANNIVERSARY

Congratulatory certificates available  
for 25th anniversaries and up  
(at intervals of 5 years)

OR



## ANNIVERSARY OF LIFE TOGETHER

Congratulatory certificates available  
for 25th anniversaries and up  
(at intervals of 5 years)

<b>Language (circle one):</b>  English  French	<b>Date of anniversary:</b>  _____ Year / Month / Day	<b>Date of Celebration:</b>  _____ Year / Month / Day	<b>Number of years (circle one):</b> 25 30 35 40 45 50 55 60 65 70 75 80 80+ _____ (please indicate number of years – no longer has to be at an interval of 5 years after 80)
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**Recipients' names (print):**

Mr. Mrs. Ms. (circle one)

\_\_\_\_\_  
First name

\_\_\_\_\_  
Last name

Mr. Mrs. Ms. (circle one)

\_\_\_\_\_  
First name

\_\_\_\_\_  
Last name