

### Sample C.3. Letter to Request a Certificate of Divorce

2 Poplar Street  
Fredericton, NB  
E1C 1A1

\_\_\_\_\_, 20\_\_\_\_

Deputy Registrar, Court of King's Bench  
Room 202, Justice Building  
P.O. Box 6000  
Fredericton NB E3B 5H1  
(or if hand-delivered – Justice Building, 427 Queen Street, Room 202)

Re: **Marie Smith** and **Robert Smith**  
Court File Number **1301-00000**

Dear Sir or Madam:

You will find enclosed a certified cheque [or money order] in the amount of \$7 to cover the fee for a Certificate of Divorce in the divorce proceedings of **Marie Smith** and **Robert Smith**, Court file number **1301-00000**.

Please send the Certificate of Divorce to me at the above address.

My telephone number is \_\_\_\_\_, if you need to reach me.

Yours truly,  
*Marie Smith*  
**Marie Smith**

Enclosures