

**A Suggested Access Policy  
To Information in Parish Registers**

<b>By Whom</b>	<b>To What</b>	<b>Purpose</b>	<b>When</b>
Subject of record	All records re: self	Any	Immediately
Family of subject	Record, per specific request	On behalf of subject who is out of town, a child, or incapacitated	Immediately – with written authorization from subject or legal representative
	All records re: family member	Own family history	Death of subject
3 <sup>rd</sup> party researcher	Any record	Any purpose	100 years after event
	Record per specific request	On behalf of subject	Immediately – with written authorization from subject or legal representative
		On behalf of family or subject	Death of subject, with written authorization from family
	Specific body of records	Academic project	Immediately, upon signing of document re; privacy of individuals in records
		Re: adoption	__ years after event; or per Diocesan chancellor's ruling with legal liability considered

Please note: The above policies apply the Church Registers Only.

Where the church holds records on behalf of the Provincial Government [ie. Civil Marriage registers in B.C.], their use is governed by the appropriate government legislation.