

WISCONSIN TERMINATION OF DOMESTIC PARTNERSHIP CERTIFICATE APPLICATION
 (for Mail or In-Person Requests)

TYPE or PRINT.

PENALTIES: Any person who willfully and knowingly makes a false application for a certificate of termination of domestic partnership shall be fined not more than \$1,000 or imprisoned not more than 90 days, or both, per s. 69.24(2), Wis. Stats. Any person who willfully and knowingly obtains a certificate of termination of domestic partnership for fraudulent purposes is guilty of a Class I felony [a fine of not more than \$10,000 or imprisonment of not more than 3 years and 6 months, or both, per s. 69.24(1), Wis. Stats.].

I. APPLICANT INFORMATION	The information in Section I is about the person completing this application.					
	YOUR CURRENT NAME - First Middle Last			YOUR DAYTIME TELEPHONE NUMBER ()		
	YOUR STREET ADDRESS (CANNOT be a P.O. Box address) Apt. No.			MAIL TO ADDRESS (if different) Apt. No.		
	City, Village, or Township		State	ZIP Code	City State ZIP Code	
	TYPE OF CURRENT VALID PHOTO ID (See item 4 on page 2.)		PHOTO ID NUMBER		STATE OF ISSUANCE (Indicate country, if not issued in U.S.A.)	
EXPIRATION DATE						

II. APPLICANT'S RELATIONSHIP TO PERSON(S) NAMED ON THE RECORD	<p>According to Wisconsin Statute, a CERTIFIED copy of a certificate of termination of domestic partnership is only available to those with a "direct and tangible interest" (categories A – E below.) You may select to receive an uncertified copy if you just need a copy for informational purposes OR if you do not meet the criteria for categories A – E. In that case, you may check category F below. (See item 1 on page 2 for more details.)</p> <p>Check one box which indicates YOUR RELATIONSHIP to one of the PERSONS NAMED on the certificate of termination of domestic partnership.</p> <p><input type="checkbox"/> A. I am one of the PERSONS NAMED on the certificate of termination of domestic partnership</p> <p><input type="checkbox"/> B. I am a member of the immediate family of one of the partners named on the certificate of termination of domestic partnership. (Only those listed below qualify as immediate family. NOTE: Grandchildren, step-parents, and step-children may only obtain certified copies as C – E.) CHECK ONE: <input type="checkbox"/> Parent (whose name is on one of the partner's birth document and whose parental rights have <u>not</u> been terminated) <input type="checkbox"/> Child <input type="checkbox"/> Current Domestic Partner (registered in the Wis. State Vital Records System) <input type="checkbox"/> Current Spouse <input type="checkbox"/> Brother / Sister <input type="checkbox"/> Grandparent</p> <p><input type="checkbox"/> C. I am the legal guardian of one of the partners named on the certificate of termination of domestic partnership. (Documentation of guardianship required)</p> <p><input type="checkbox"/> D. I am a representative authorized, in writing, by any of the aforementioned (categories A - C). (The written, NOTARIZED authorization must accompany this application. See item 1 on page 2.) Specify whom you represent. _____</p> <p><input type="checkbox"/> E. I can demonstrate that the information from the certificate of termination of domestic partnership is necessary for the determination or protection of a personal or property right for myself/my client/my agency. (Proof is required.) Specify interest. _____</p> <p><input type="checkbox"/> F. Uncertified copy (information purposes only; not valid for legal purposes) – Persons not in categories A – E above OR who do not need a copy for legal purposes. (See item 1 on page 2.)</p>					
	PURPOSE FOR WHICH DOCUMENT IS REQUESTED (Specify. This information will assist us in processing your request.)					

III. FEES	FEE IS NOT REFUNDABLE IF NO RECORD IS FOUND. CANCELLATION REQUESTS ARE NOT ACCEPTED.					
	<p><input checked="" type="checkbox"/> Search Fee (includes one copy, if found) \$ 20.00 <u>20.00</u></p> <p><input type="checkbox"/> Each additional copy of the same record, issued at the same time as the first copy X \$ 3.00 _____ Number of Copies</p> <p align="right">TOTAL _____</p>					

Make check or money order payable to: **REGISTER OF DEEDS** Mail your application materials and fee to: **Please check with local county or www.wrdaonline.org as some counties require money order. Be sure to include** (1) completed form, (2) acceptable identification, (3) any additional proof or authorization required, (4) self-addressed, stamped, business-size envelope, and (5) check or money order.

IV. TERMINATION OF DOMESTIC PARTNERSHIP	PARTNER A NAME (as listed on certificate of termination) - First Middle Last Name	
	PARTNER B NAME (as listed on certificate of termination) - First Middle Last Name	
	COUNTY (where the certificate of termination of domestic partnership was filed)	DATE OF OFFICIAL FILING OF THE CERTIFICATE OF TERMINATION (Month/Day/Year Certificate filed in Register of Deeds Office)

I hereby attest that the information provided on this application is correct to the best of my knowledge and belief and that I am entitled to copies of the requested Certificate of Termination of Domestic Partnership in accordance with the categories listed above.	
SIGNATURE - Applicant (Person Completing Application)	Date Signed (Month / Day / Year)

VITAL RECORDS OFFICE USE ONLY	Certificate Number
--------------------------------------	--------------------

1. What is the difference between a “certified” and an “uncertified” copy of a termination of domestic partnership?

A **certified** copy of a termination of domestic partnership issued by the Local Vital Records Office will have a raised seal, will show the signature of the State Registrar, and will be printed on security paper. A certified copy may be required to assert legal rights that apply to domestic partners.

State law restricts who may obtain a **certified** copy of a termination of domestic partnership certificate. A **certified** copy can only be issued to those people with a “direct and tangible interest” (section II, categories A – E) which means the following people:

- One of the partners named on the termination of domestic partnership (section II, category A).
- An immediate family member, defined as current domestic partner of one of the partners (Declaration of Domestic Partnership registered in the Wis. Vital Records System under Chapter 770, Wis. Stats.), current spouse, child, parent (whose name is on one of the domestic partner’s birth certificates and whose parental rights have not been terminated), brother/sister, or grandparent of a subject of the record (section II, category B).
- NOTE: Grandchildren, step-parents, and step-children can only obtain certified copies as C – E.
- The legal guardian of a partner named on the termination of domestic partnership. Legal proof, e.g., a court order of guardianship, is required. (section II, category C).
- A person authorized in writing by one of the above. Written authorization with NOTARIZED signatures must accompany the application and the authorization must clearly state the relationship of the authorizing party to the subject of the record (section II, category D).
- A person who can demonstrate that the termination of domestic partnership is required to determine or to protect a personal or property right (section II, category E). Proof is required.

If you do not meet one of the above criteria, you cannot receive a **certified** copy of a termination of domestic partnership.

An **uncertified** copy will contain the same information as a certified copy but it is **not** acceptable for legal purposes, such as claiming insurance benefits (section II, category F).

2. How long will it take to process my request?

Copies of terminations of domestic partnership are available from the Local Vital Records Office and are processed within a reasonable timeframe. If you have any questions, please contact the local register of deeds in the county of your request.

3. How will the certificate be sent?

Terminations of domestic partnership are mailed in one of three ways:

- a self-addressed, stamped envelope provided by the applicant
- a pre-paid carrier envelope provided by the applicant (e.g., express carriers)
- first-class mail

NOTE: It is illegal to FAX terminations of domestic partnership.

4. What identification is required when applying for a certified or uncertified copy of a termination of domestic partnership?

A current valid photo ID (e.g., Wisconsin Driver’s License, Wisconsin State Identification Card, passport, Military Identification Card) is required when applying in person.) A photocopy of the applicant’s current valid photo ID must accompany all mail applications.