

NOTE: Completion of an application for a Certificate of Personal Status does not guarantee that the certificate will be issued.

CHECKLIST FOR PERSONAL STATUS CERTIFICATE DOCUMENTATION

- Two passport photos, signed on the back.
- Copy of birth certificate (photocopy is acceptable).
- Passport or other I.D. with picture. **Send us a photocopy** of the page with your picture and I.D. number and bring the original to your appointment.
- Completed application for certificate or personal status.
- A signed letter from the applicant declaring that you have never been married, civilly or religiously. If you have been married previously, please phone our office and the Rabbinic Administrator will guide you in completing the application.
- Two letters from Jewish friends, acquaintances, or business associates, declaring that you are known to them as Jewish, single, and never previously married. These letters may be handwritten, but must appear on a letterhead or stationary indicating where the person may be contacted for verification of the information.
- Payment of \$50 (or \$70 for a couple's two certificates), payable to "Chicago Rabbinical Council".

After you return your completed file to our office, Chicago Rabbinical Council, 2701 West Howard, Chicago, Illinois 60645, we will call you to make an appointment, at which time you will receive your certificate. If you have any questions, call our office at (773) 465-3900.

Please make sure that the requested items on this checklist are enclosed so there will be no unnecessary delay.