



The Roman Catholic Diocese of  
**BATON ROUGE**  
ARCHIVES & RECORDS

**GENEALOGY RECORDS REQUEST FORM**

**For Certificates to be submitted to the State for an Apostille**

Please complete this form for each record you are requesting and return it to the address provided. You may attach any additional or supporting information. All requests are honored in the order in which they are received. Please do not submit more than five requests at one time. Prepayment is required; no refunds will be given. Please make checks and money orders payable to: *Diocese of Baton Rouge Archives Department*. Allow approximately four to six weeks for your request(s) to be answered.

TYPE OF RECORD REQUESTING: (Please circle)

Baptism  Marriage  Burial

THE COST PER CERTIFICATE IS \$25

**INFORMATION REQUIRED:**

NAME OF PERSON(S): \_\_\_\_\_

FATHER'S NAME (IF KNOWN): \_\_\_\_\_

MOTHER'S MAIDEN NAME (IF KNOWN): \_\_\_\_\_

CHURCH or TOWN: \_\_\_\_\_

DATE OF BIRTH, MARRIAGE or BURIAL: \_\_\_\_\_

ANY ADDITIONAL INFORMATION: (please use back or attach to form)

**REQUESTED BY:**

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

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SEND COMPLETED FORM(S) AND APPROPRIATE FEES (\$25 PER CERTIFICATE) TO:

Diocese of Baton Rouge  
Department of Archives  
P.O. Box 2028  
Baton Rouge, LA 70821

*Updated March 2026*