

ACCESS TO SACRAMENTAL RECORDS

- I. Mixed nature
 - A. Private and confidential at time of creation
 - B. Public because will stand in civil law as authentic if a civil record is non existent
 - C. Non public in that they are not open for inspection by anyone for any reason whatever

- II. Right to own record

Every individual has a right to be issued an authentic certificate of his/her own sacramental records free of charge. The right is to be extended to parents for their children and guardians for their wards.

GUIDELINES FOR ACCESS TO REGISTERS

- I. Records after a 90-year time period are open for use under supervision.
- II. Records after 1930 are closed to everyone except authorized and trained parish personal for the purpose of issuing certificates. The bishop or his delegate is the only exception. The year 1930 was used because the federal census of that year is open to the public.
- III. For the years between the 90 year limit and 1930, authenticated transcripts of baptismal entries with notations of first communion and confirmation could be prepared. Notations of marriages, annulments, change of rite, sacred orders, laization, entrance in a religious institution, dispensation from vows, etc. are never to be revealed for the 90 year privacy period.