

Understanding the process:

What do you need to have on hand before making a claim?

Following the Court of Appeal's ruling, **you are required to prove that it is more likely than not that each element of your Claim is well-founded.** This means that you must submit *evidence* (documents) that supports each element of your Claim.

You must submit the best evidence you can with your Claim. Except in certain particular cases, you will not be able to add evidence or improve your Claim once the Administrator has begun its assessment. Accordingly, a copy of all relevant documents to prove each element of the Claim must be provided as you submit your Form.

Here are the elements you must prove:

Your identity and age

- Each person must prove the Claimant's identity (name, current address, date of birth, photo) and age. The Claimant must have been 18 years of age or older on December 21, 2000.
- **Examples of documents that contain this information:**
 - A valid driver's license; *or*
 - A valid health insurance card and another identification in the same name that indicates the Claimant's current address.

Your authority to act (only if you are submitting a claim on behalf of someone else)

- If you are submitting a claim on behalf of a Claimant with a legal incapacity or who is deceased, you must demonstrate your authority to act on their behalf. **Here are the documents you must submit:**
 - In the case of incapacity: the legal document that demonstrates the mandate to administer the Claimant's property.
 - In the event of death: the required documents are identified in paragraph 52(c) of the Protocol ([click here](#))

Address(es) and Period(s) of Residence Claimed

(only if you did not reside on the military base)

- Each claimant must demonstrate their residence for all months of the period(s) indicated on their Form. It is not enough to demonstrate ownership of a building. You must also show that you resided there during the entire period(s) claimed.
- **No specific documents are required. You may submit any documents that establish that you resided at the address(es) for the entire period(s) claimed.**
- **Examples include:** a deed of purchase and deed of sale or a lease or tax bills with telephone, electricity, cable bills, tax assessment notices.
- ****If you resided on the military base, you do not have to prove residence at the time you submit your claim. You will be contacted later if such proof is required.**

Care of or responsibility for a child (only if you want to claim the lump sum compensation for children)

- If you are claiming the lump sum compensation, you must prove the age of the child, that you had custody or responsibility of the child, and that the child resided with you.
- To prove the age of the child, **you must provide a copy of the child's birth certificate.**
- **You must also provide the following proof:**
 - If your name appears on the child's birth certificate**
 - And that you were living with the other parent identified on the birth certificate when the child resided with you: proof of such cohabitation or proof that the child resided with you at this address;
 - And that you did not live with the other parent identified on the birth certificate when the child resided with you: proof that you had custody of the child or other proof that the child resided with you at that address.
 - If your name does not appear on the child's birth certificate,** you must provide proof that you had custody or responsibility of the child and that the child resided with you at that address
- Proof of custody may include, for example, a judgment determining custody of the child, a child custody mediation agreement, proof of adoption.

If it is impossible for you to provide one or some documents to prove one or some elements of your Claim, you can provide proof of these elements by submitting a sworn declaration. Note however that there are conditions attached to the assessment of a claim supported by that kind of proof ([click here](#)). You can contact Me Charles Veilleux et associés s.e.n.c.r.l. for more details.