

Historical certificates
Instructions for applicants
PROCEDURAL NOTE

Starting from 1st October 2023, requests to the Diocesan Archive for birth and/or baptism certificates or other documentation for obtaining Italian citizenship *iure sanguinis* by descendants of Italians who emigrated abroad, which refer to the period prior to September 1, 1871, can be carried out in the following ways.

§ 1. Requests - **to be made using the attached form** - must be sent **EXCLUSIVELY** to the email address certificati@diocesiadriarovigo.it, or by sending a paper request to the address of the Diocesan Archive, via Sichirollo 74, 45100 Rovigo.

The Diocesan Archive will process them in **no less than 45 days (forty-five)**, taking charge of the search in its own funds or forwarding it to the competent Parish. The Diocese, given the high number of requests, points out that **it will in no way be possible to speed up these times**, considering that the staff who responds to requests is completely voluntary and is also busy with other research.

In this regard, it should be noted that **anyone who applies directly to the Chancery or to the Archives without a prior agreement for the issue of the certificate (clearly having the requisites as above), can only deposit the request at the reception of the Curia (via Sichirollo, 18) or the Archive or Library secretariat (via Sichirollo, 74, Palazzo Ex Angelo Custode).**

§ 2. Requests may be accompanied by extracts from the military service lists, previous certificates or other documentation which may be of help in identifying the actual date and parish of birth.

§ 3. For certificates after 1 September 1871, the interested parties must apply **exclusively to the municipal registry offices, except in the case of well-founded doubts about the name of the ancestor**, for which a copy of the baptism is required; in this case, please point out the problem at the time of the request.

§ 4. For each certificate, a reimbursement of expenses of € 60 will be requested (as indicated by the Episcopal Conference of Triveneta on May 2023 9th), including endorsement of the signature by part of the Curia and postal delivery. **Please note that sending by courier (e.g. DHL or UPS) will eventually be charged separately, at the request of the interested party.** The payment instructions will be provided in the envelope together with the certificate or will be indicated by email.

§ 5. It is reiterated that:

- a) requests can only be forwarded to the email address certificati@diocesiadriarovigo.it or to the postal address of the Diocesan Archive, **via Sichirollo 74, 4500 Rovigo**;
- b) requests sent to other diocesan offices (as well as those sent via certified e-mail [PEC] or via the messaging system on the Virtual Desk of Cultural Heritage comunicazioni@scrivaniabbcc.it) **will not be processed**);
- c) the release times (whatever the type of request) are at least **45 (forty-five)** days;
- e) **only requests received by completing the specific form** will be considered.

§ 6. Lastly, it should be noted that:

- a) the Diocese of Chioggia is competent for the parishes located in the municipalities of Loreo, Rosolina, Taglio di Po, Porto Viro, Porto Tolle, Pettorazza Grimani, as well as for the parishes of Fasana, Ca' Emo, Mazzorno.
- b) The Diocese of Verona is competent for the parish of Villa d'Adige (formerly Villabona, in the Municipality of Badia Polesine).

Rovigo, from the Episcopal Curia, 12/9/2023

Il Vicario Generale
don Damiano Furini