REGISTRY OF BIRTHS, DEATHS AND MARRIAGES - Western Australia

Government of **Western Australia**
Department of **Justice**
Registry of Births, Deaths and Marriages

Application to the Registrar for a document acknowledging sex or gender of a child (12 to 17 years) born overseas

- **The fee for this application is $195.**
  Refer to page 15.
- Read **all** the instructions inside this form and answer **all** the questions.
- A checklist has been provided on page 14 to assist you in completing this form.
- If you need help filling out this form or have any questions, contact us on **1300 305 021** (free call).
- To make an application to register a change of name, you must complete a BDM401. This form can be downloaded from **www.justice.wa.gov.au**

Government of **Western Australia**
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Application to the Registrar for a document acknowledging sex or gender of a child (12 to 17 years) born overseas

General Information

Eligibility

- The child **must** be at least 12 years of age and under 18 years of age.
- The child **must** have been living in Western Australia (WA) continuously for the 12 months immediately preceding this application.
- The child **must** have a statement from a doctor or psychologist certifying that the child has received appropriate clinical treatment in relation to their sex or gender and that the child understands the meaning and implications of this application.
- **If** the child is a Restricted Person, you **must** have the approval of a Supervisory Authority. See page 2
- The child's sex or gender has **not** been changed within the last 12 months.

Successful applications

If your application is successful, the child's change of sex or gender will be recorded within the Register of Births, Deaths and Marriages and you will be issued with an acknowledgment document.

Who can apply

- Both parents must apply for a document acknowledging a change of the child's sex or gender **or**
- One parent may apply if they are the sole parent named on the child's birth certificate or the other parent is deceased **or**
- Legal guardian(s) may apply if both parents are deceased, cannot be found or for some other reason cannot exercise their parental responsibilities. An application may be made by joint guardians only if the joint guardians both support this application.

Supporting documentation

- The child's birth certificate **must** be provided.
- The applicant **must** provide at least two (2) separate forms of documentary evidence that you have been living in WA continuously for the 12 months immediately preceding this application. See page 3
- A statement by a doctor or psychologist **must** be provided certifying that the child has received appropriate clinical treatment in relation to the child's sex or gender and understands the meaning and implications of this application.
- Photo identification (ID) **must** be provided for the child and the parent(s) or guardian(s) who are making this application. See pages 3, 9-11
- If applying in person, **original** documents **must** be provided.
- For postal applications, clear and legible copies **must** be provided.
- Proof of all previous sex or gender changes **must** be provided. See page 7
- Overseas documents **must** be translated into English by an accredited NAATI translator located in Australia. Overseas translations will not be accepted.
- The child **must** complete and sign the statement of consent. See page 12
- Any other additional documents requested by the Registry.

Checklist

Incomplete applications will cause delays and may be refused. A checklist has been included to assist you meeting all the requirements prior to submitting this application. See page 14

Restricted Person

If the child is a Restricted Person, as listed below, approval from the child's Supervisory Authority must be obtained before submitting this application.

- **High risk serious offender** – the Chief Executive Officer of the department principally assisting in the administration of the *High Risk Serious Offenders Act 2020* Part 4 Division 2.
- **Detainee** – the Chief Executive Officer as defined in the *Young Offenders Act 1994* Section 3.
- **Person subject to an early release order** – the Prisoner's Review Board established under the *Sentence Administration Act 2003* Section 102(1).
- **Prisoner** – the Chief Executive Officer as defined in the *Prisons Act 1981* Section 3(1).
- **Supervised offender** – the Chief Executive Officer in the department principally assisting in the administration of the provision of the *Act* under which the supervised offender is supervised or monitored.
- **Supervised young offender** – Supervised Release Review Board established under the *Young Offenders Act 1994* Section 151(1).

Required Declarant

A Required Declarant in WA is a:

- **High risk serious offender.**
- **Detainee.**
- **Person subject to an early release order.**
- **Prisoner.**
- **Supervised offender.**
- **Supervised young offender.**
- **Reportable offender.**

You **must** advise the Registrar by completing the declaration on page 13.

Identification

At least **three (3)** forms of ID **must** be provided for each applicant (parent(s), guardian(s) or if the child is the applicant) from the following lists:

- One document from each List 1, 2 and 3 **or**
- One from List 1 & two from List 2 **or**
- Two from List 2 & one from List 3.

A photo ID must be provided for the child named in this application. If photo ID cannot be provided see page 8.

Note

- All forms of identification must be current (not expired).
- Documents from List 3 must show your current residential address and have an issue or expiry date displayed.
- Bank statements, utility accounts or rates notices must have been issued within the last six months.

List 1 – Link between photo and signature

- Australian Driver's Licence (front & back).
- Australian Passport.
- Overseas Passport.
- Australian Firearm's Licence.
- Defence Force/Police ID card.
- WA Photo Card, Over 18 or Proof of Age Card.
- Australian Learner Driver's Permit Card.

If you can't provide photo ID see page 8.

List 2 – Evidence of name in the community

- Full Birth Certificate issued in Australia.
- Debit/credit card (one or the other, not both).
- Document of identity issued by the Passport Office.
- Entitlement card issued by Commonwealth/ State Government (Centrelink, Health Care Card, Veteran Card etc).
- Medicare Card.
- Naturalisation, citizenship or immigration papers issued by the Department of Home Affairs.
- Overseas passport with current Australian Entry Permit.
- Security or Crowd Controller Licence (Australian).
- Student identity document or statement of enrolment issued by an educational institution, including Tertiary (include photo and/or signature).
- Working with Children Check card.

List 3 – Proof of your current residential status

- Driver's Licence Renewal Notice.
- Motor Vehicle Registration.
- Financial institution statement.
- Property lease or tenancy agreement.
- Shire/water rates notice.
- School or other educational report or certificate less than 12 months old.
- Utility account (gas, electricity, phone etc).

Identification Requirements

The Registry of Births, Deaths and Marriages uses a third-party system for verification of identity.

If the applicant **does not consent:**

- **Applications submitted by post** must include certified copies of identity documents. One identity document **must** contain a photograph
- **Applications lodged in person** must be accompanied by original identity documents. One identity document **must** contain a photograph

For further information:

- **On verification of documents,** visit **www.justice.wa.gov.au/bdm**
- **On who can certify your identification documents,** visit **www.wa.gov.au**

Refer to **www.justice.wa.gov.au** for more information.

Privacy & Disclosure

Information requested on this form is collected under the provisions of the *Births, Deaths and Marriages Registration Act 1998* and forms the basis to determine eligibility to apply for a document acknowledging the child's change of sex or gender. For more information about how we use, protect, and may share this information, please read the Department of Justice Information Privacy Statement.

Information held by the Registry may be provided to government and non-government organisations for the purpose of statistical and medical research and to law enforcement agencies as well as other uses provided for by law.

Documents issued by this office may also be verified by other organisations using this service.

Refer to **www.justice.wa.gov.au** for more information.

Options To Lodge

Submit this application form, payment and all supporting documents either -

By mail

Registry of Births, Deaths and Marriages
PO Box 7720, Cloisters Square
PERTH WA 6850

Provide clear and legible copies of each identity document. Do not send original documents with this application unless requested by the Registry. See page 2

In person

Registry of Births, Deaths and Marriages
Level 10/141 St Georges Terrace, PERTH
9.00am to 4.00pm, Monday to Friday

Original documents must be provided.

Processing Times

Allow a minimum of 15 business days to process your application, and a further 10 business days if paying by personal cheque.

Contact Details

Phone

1300 305 021 (free call)

Website

www.justice.wa.gov.au

Faxed or emailed application forms will not be accepted.

Proof of Residency in WA

Unless a family court order has been obtained, the child must have been living in WA continuously for the 12 months immediately preceding this application. Evidence is required.

How to prove the child has lived in WA for the last 12 months

- The applicant must provide a minimum of **two (2)** separate documents showing a **current WA residential address** (not PO Box).
- Evidence should not be older than 12 months (except the WA Driver's Licence).

Note

- The Registry may make further enquiries about the child's living arrangements.
- The Registrar can refuse your application if you do not meet the requirements.

Examples of Documents

Do you own your home?

- ☐ Rates notice (WA Local Government Council)
- ☐ Water rates
- ☐ Utility bills (gas, electricity, phone etc)
- ☐ Home insurance papers

Do you work?

- ☐ WA issued Working with Children Check card (current)
- ☐ Official letter from your employer confirming the last 12 months employment history (including pay slips) showing your name and pay period dates

Do you have a driver's licence or own a vehicle?

- ☐ WA Driver's Licence (front & back)
- ☐ Motor Vehicle Registration
- ☐ Infringement notices (WA Fines Enforcement Registry)

Do you have school reports or medical records?

- ☐ School reports for you or your children showing the attendance records for the last 12 months
- ☐ Medical records for you or your children within the last 12 months issued by a WA-based medical centre or health care nurse

Do you have a bank account?

- ☐ Bank statements showing transactions made within WA for the 12 months immediately preceding this application

Do you rent your home?

- ☐ Property lease or tenancy agreement for a WA property (covering the last 12 months signed by the applicant and the owner)
- ☐ Utility bills (gas, electricity, phone etc)
- ☐ Contents insurance papers

Are you unemployed?

- ☐ Centrelink card showing your name and WA address (issued a minimum 12 months ago)
- ☐ Centrelink correspondence on letterhead showing your past 12 months residential addresses as recorded by them

Do you have a WA birth or marriage certificate?

- ☐ A birth certificate of a child born in WA in the past 12 months where you are listed on the certificate as a family member
- ☐ Your marriage certificate if it took place in WA within the past 12 months showing the same address

What other documents do you have?

- ☐ Official correspondence from a WA State or Local Government agency (not this office) not less than 3 months old but within 12 months showing WA residential address
- ☐ Proof of lodgement of the Permanent Resident Status Visa application showing a WA address lodged 12 months but not more than 24 months ago together with the applicant's current passport
- ☐ Evidence of the applicant's interaction with a WA-based law enforcement agency or court within the past 12 months (ie WA Police/Courts)

Application starts here

Application to the Registrar for a document acknowledging sex or gender of a child (12 to 17 years) born overseas

False information

It is an offence to make a false or misleading statement in any application or document under the *Births, Deaths and Marriages Registration Act 1998*. Penalties of a fine up to $10,000 apply.

Instructions for completing this application

- Symbols and abbreviations are **not** to be used.
- To make an alteration, cross out the mistake and **initial the change**.
- Do not use correction fluid or tape.
- If any requirements are not met, this application may not be accepted.
- If you do not provide any additional information requested by the Registry within the time frame provided, this application will be cancelled and retained. Any certificate payments will be refunded.
- **If both parents/guardians are completing the form they must both sign the bottom of pages 5 to 8, 12 and the declaration on page 13.**

PART 1: Eligibility

1. **Is the child a Restricted Person as defined on page 2 of this application?**
   YES ☐ Go to Question 2
   NO ☐ Go to Question 2

2. **Do you have a sealed court order from the Family Court approving the issue of an acknowledgement document?**
   YES ☐ Go to PART 2
   NO ☐ Go to Question 3

3. **Has approval from the child's Supervisory Authority been obtained to make this application?**
   YES ☐ Go to Question 3. You must attach authorisation from the child's Supervisory Authority
   NO ☐ Cease application. Contact the child's Supervisory Authority

4. **Has the child been living in WA continuously for the 12 months immediately preceding this application?**
   YES ☐ Go to Question 4
   NO ☐ Cease application. You cannot apply to the Registrar for an acknowledgment document in Western Australia

5. **Has a previous change of sex or gender been recorded for the child anywhere in Australia within the last 12 months?**
   YES ☐ Cease application
   NO ☐ Go to Question 5

6. **Has a statement been issued by a doctor or psychologist certifying that the child has received appropriate clinical treatment in relation to their sex or gender and that the child understands the meaning and implications of this application?**
   YES ☐ **Include** the statement with this application. Go to Question 6
   NO ☐ A statement must be obtained from a doctor or psychologist before submitting an application

7. **Are both parents applying to the Registrar for a document acknowledging the child's sex or gender?**
   YES ☐ Go to PART 2
   NO ☐ Go to Question 8

8. **Are you the only parent named on the child's birth certificate?**
   YES ☐ Go to PART 2
   NO ☐ Go to Question 9

9. **Do you have a sealed court order from the Family Court granting you formal legal guardianship of the child named in this application?**
   YES ☐ You must submit a sealed court order granting you legal guardianship. A custody order is not sufficient. Go to PART 2
   NO ☐ Cease application. You cannot apply to the Registrar for an acknowledgment document unless you have a sealed court order from the Family Court

Applicant One signature

Applicant Two signature

PART 2: Child's personal details

Current name

Child's current surname (family name)

Child's current given name(s)

Name at birth

☐ As above

OR

Child's surname (family name) at birth

Child's given name(s) at birth

Date of birth

D D / M M / Y Y Y Y

Sex at birth

☐ Male ☐ Female ☐ Other (please specify)

Place of birth

Suburb/Town

State

Country

PART 3: Parents' details as recorded on the child's birth certificate

Parent One

Current surname (family name)

Family name at their birth (maiden surname)

Given name(s)

Parent Two

Current surname (family name)

Family name at their birth (maiden surname)

Given name(s)

Applicant One signature

Applicant Two signature

PART 4: Details of proposed sex or gender

Current sex or gender

- ☐ Male
- ☐ Female
- ☐ Non-binary
- ☐ Other (please specify) _____

Proposed sex or gender

- ☐ Male
- ☐ Female
- ☐ Non-binary

PART 5: Previous changes of sex or gender

Has the child previously had a change of sex or gender recorded in Australia or overseas?

NO ☐ Go to PART 6

YES ☐ You must provide details below of all changes of sex or gender. Proof of all previous changes of sex or gender **must** be provided. Failure to list all previous changes may result in this application being declined.

Sex or Gender changed from	Sex or Gender changed to	Date changed	Where changed (Suburb/Town, State, Country)

Applicant One signature

Applicant Two signature

PART 6: Applicant's details

Applicant One

1. Name of applicant

Current surname (family name)

Given name(s)

2. Relationship to child

- ☐ Mother
- ☐ Father
- ☐ Parent
- ☐ Guardian
- ☐ Other (please specify)

3. Current residential address

Street number and name

Suburb/Town

State

Postcode

4. Postal address

Current Postal address

Suburb/Town

State

Postcode

5. Daytime phone number

6. Email address

7. Your preferred method of contact

☐ Email ☐ Phone ☐ Mail

8. Are you the sole parent/guardian of the child?

NO ☐ Go to Applicant Two

YES ☐ If the other parent is deceased, and their death occurred outside of WA, a death certificate **must** be provided.

Applicant Two (if applicable)

1. Name of applicant

Current surname (family name)

Given name(s)

2. Relationship to child

- ☐ Mother
- ☐ Father
- ☐ Parent
- ☐ Guardian
- ☐ Other (please specify)

3. Current residential address

Street number and name

Suburb/Town

State

Postcode

4. Postal address

Current Postal address

Suburb/Town

State

Postcode

5. Daytime phone number

6. Email address

7. Your preferred method of contact

☐ Email ☐ Phone ☐ Mail

Applicant One signature

Applicant Two signature

PART 7: Photo and ID of Child

Identification

1. Can you supply a photo ID document of the child? (eg passport) See page 3

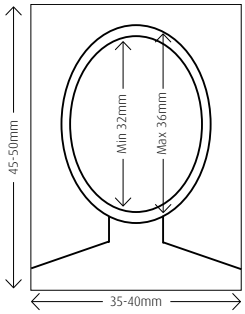
YES ☐ Go to Question 2 (page 10)

NO ☐ You must provide **two (2)** recent passport sized photographs of the child signed on the back by a Guarantor

Photographs must

- Be a professional passport photo standard.
- Be no more than three months old.
- Show only head and top of shoulders.
- Be between 35mm and 40mm wide and between 45mm and 50mm high.
- Be printed on photographic paper, with no marks on the image.
- Show the child without any hat or other head covering (if the child wears a head covering for religious reasons, the photos must show the child's face from bottom of chin to top of forehead and both edges of the child's face).
- Be attached to this form with a paperclip.
- Be signed on the back by a guarantor along with the child's name and signature.

Front of photo size
DO NOT ATTACH



Guarantor must endorse on the back of the photo

This is a true photo of

_____
full name of subject

_____
signature of subject

_____
signature of Guarantor

Guarantor's details

The Guarantor must

- Not be related to the child by birth or marriage.
- Not be a de facto partner.
- Not live at the same address as the child or applicant.
- Be 18 years of age or over.
- Have known the child for at least one (1) year.

Surname (family name)

Given name(s)

Current residential address (PO Boxes not accepted)
Street number and name

Suburb/Town

State

Postcode

Daytime phone number

How do you know the child? (eg doctor, friend)

How long have you known the child?

Y Y years M M months

Guarantor's declaration

- I declare that the information I have provided is true and correct to my knowledge and that I qualify to be a guarantor for the child named in this application.
- I understand that the WA Registry of Births, Deaths and Marriages may make enquiries with any organisation or individual to verify the information I have provided on this form.

Guarantor's signature

Date D D / M M / Y Y Y Y

PART 7: Photo and ID of Applicant One

Identification

2. Have you supplied a photo ID document from List 1? (eg passport, driver's licence) See page 3

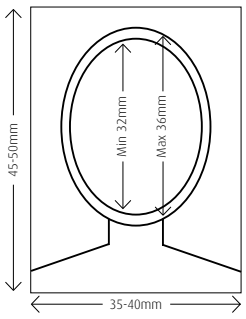
YES ☐ Go to Question 3 (page 11)

NO ☐ You must provide **two (2)** recent passport sized photographs signed on the back by a Guarantor

Photographs must

- Be a professional passport photo standard.
- Be no more than three months old.
- Show only head and top of shoulders.
- Be between 35mm and 40mm wide and between 45mm and 50mm high.
- Be printed on photographic paper, with no marks on the image.
- Show you without any hat or other head covering (if you wear a head covering for religious reasons, the photos must show your face from bottom of chin to top of forehead and both edges of your face).
- Be attached to this form with a paperclip.
- Be signed on the back by a guarantor along with your name and signature.

Front of photo size
DO NOT ATTACH



Guarantor must endorse on the back of the photo

This is a true photo of

_____
full name of subject

_____
signature of subject

_____
signature of Guarantor

Guarantor's details

The Guarantor must

- Not be related to either applicant by birth or marriage.
- Not be a de facto partner of either applicant.
- Not live at the same address as either applicant.
- Be 18 years of age or over.
- Have known applicant one for at least one (1) year.

Surname (family name)

Given name(s)

Current residential address (PO Boxes not accepted)
Street number and name

Suburb/Town

State

Postcode

Daytime phone number

How do you know the person named as Applicant One in this application? (eg doctor, friend)

How long have you known the person named as Applicant One in this application?

Y Y years M M months

Guarantor's declaration

- I declare that the information I have provided is true and correct to my knowledge and that I qualify to be a guarantor for the person named as applicant one in this application.
- I understand that the WA Registry of Births, Deaths and Marriages may make enquiries with any organisation or individual to verify the information I have provided on this form.

Guarantor's signature

Date D D / M M / Y Y Y Y

PART 7: Photo and ID of Applicant Two

Identification

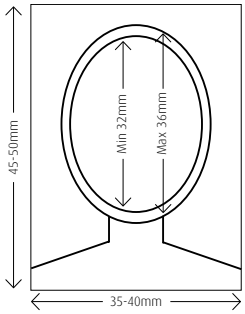
3. Have you supplied a photo ID document from List 1? (eg passport, driver's licence) See page 3

YES ☐ Go to PART 11
NO ☐ You must provide **two (2)** recent passport sized photographs signed on the back by a Guarantor.

Photographs must

- Be a professional passport photo standard.
- Be no more than three months old.
- Show only head and top of shoulders.
- Be between 35mm and 40mm wide and between 45mm and 50mm high.
- Be printed on photographic paper, with no marks on the image.
- Show you without any hat or other head covering (if you wear a head covering for religious reasons, the photos must show your face from bottom of chin to top of forehead and both edges of your face).
- Be attached to this form with a paperclip.
- Be signed on the back by a guarantor along with your name and signature.

Front of photo size
DO NOT ATTACH



Guarantor must endorse on the back of the photo

This is a true photo of

_____
full name of subject

_____
signature of subject

_____
signature of Guarantor

Guarantor's details

The Guarantor must

- Not be related to either applicant by birth or marriage.
- Not be a de facto partner of either applicant.
- Not live at the same address as either applicant.
- Be 18 years of age or over.
- Have known applicant one for at least one (1) year.

Surname (family name)

Given name(s)

Current residential address (PO Boxes not accepted)
Street number and name

Suburb/Town

State Postcode

Daytime phone number

How do you know the person named as Applicant Two in this application? (eg doctor, friend)

How long have you known the person named as Applicant Two in this application?

Y Y years M M months

Guarantor's declaration

- I declare that the information I have provided is true and correct to my knowledge and that I qualify to be a guarantor for the person named as applicant two in this application.
- I understand that the WA Registry of Births, Deaths and Marriages may make enquiries with any organisation or individual to verify the information I have provided on this form.

Guarantor's signature

Date D D / M M / Y Y Y Y

PART 8: Consent of the child

1. Is your child able to consent to this application?

YES ☐ Go to Question 2

NO ☐ Please specify below why the child cannot give consent. Additional space is provided on page 16.

2. Child's statement of consent

- The child must complete and sign this statement of consent before a witness.
- A witness must be 18 years of age or over and not a parent or court appointed guardian of the child.

I Insert child's name: born on D D / M M / Y Y Y Y consent to the issue of a document acknowledging my sex or gender to the sex or gender listed in PART 5 of this form.

Child's signature

Date D D / M M / Y Y Y Y

3. Witness details

Surname (family name)

Given name(s)

Current residential address (PO Boxes not accepted)

Street number and name

Suburb/Town State Postcode

Daytime phone number

I declare that I have witnessed Insert child's name sign this statement of consent and I am satisfied the child understands the consent given.

Witness signature

Date D D / M M / Y Y Y Y

Applicant One signature

Applicant Two signature

Declarations

PART 9: Declaration of applicant(s)

I/We declare that:

- The information I/we have provided in this application is true and correct.
- The child is a Western Australian resident.
- I/We request the child's new sex or gender to be recorded as stated in **PART 4** of this form.
- I/We acknowledge I/we have checked and certify the new sex or gender as being completely accurate.
- I/We understand that I/we will not be able to change the child's sex or gender again within 12 months.
- At the time of this application, the child **is** ☐ /**is not** ☐ a Required Declarant as outlined on page 2 of this form.

I/We understand that:

- The fee for this application is $195 and will be retained regardless of the outcome of this application.
- This application is a legal process and once recorded cannot be cancelled or changed.
- This application remains the property of the State of WA and that some or all the information may be disclosed to persons or bodies with adequate entitlement to the information under the *Births, Deaths and Marriages Registration Act 1998* or the Registry's Access Policy.
- It is an offence to make an application for a Restricted Person without having obtained the written approval of the relevant Supervisory Authority. Penalties of imprisonment for 2 years and a fine of $12,000 apply.

I/We confirm that:

☐ **I/we are authorised to provide the personal details presented and I/we consent to my/our information being checked with the document issuer or official record holder via third party systems for the purpose of confirming my/our identity.**

I/We certify that:

I/we have read and understand the declaration above and the information on all previous pages.

Applicant One - Full name

Signature

Date D D / M M / Y Y Y Y

Applicant Two - Full name (if applicable)

Signature

Date D D / M M / Y Y Y Y

Checklist

I/We have completed the following

- ☐ **Part 1 -** Eligibility.
- ☐ **Part 2 -** Child's personal details.
- ☐ **Part 3 -** Parents' details as recorded on the child's birth certificate.
- ☐ **Part 4 -** Proposed sex or gender.
- ☐ **Part 5 -** Previous changes of sex or gender.
- ☐ **Part 6 -** Applicants' details – parent(s) or guardian(s).
- ☐ **Part 7 -** Photo and ID - for the Child, Applicant 1 and Applicant 2. If photo ID cannot be provided, I/we have supplied passport photos signed by a guarantor.
- ☐ **Part 8 -** Consent of child.
- ☐ **Part 9 -** Declaration of Applicant(s).
- ☐ **Order form -** Completed page 15.

I/We have provided the following

- ☐ Child's birth certificate.
- ☐ Residency documents – the child currently lives in WA and residency documents have been provided showing evidence of living in WA continuously for 12 months immediately preceding this application.
- ☐ Statement from a doctor or psychologist certifying the child has received appropriate clinical treatment in relation to their sex or gender and understands the meaning and implications of this application.
- ☐ Sealed court order from the Family Court approving the issue of an acknowledgement document (if applicable).
- ☐ Authorisation from the child's Supervisory Authority if the child is a Restricted Person.
- ☐ All required supporting documents.

Note: Overseas documents **must** be translated into English by an accredited NAATI translator located in Australia.

If applying by mail

- ☐ I/We have included clear and legible copies of ID documents and **not** included originals.
- ☐ I/We have included payment **or** completed the credit card payment details on page 15.

Order form

The fee for this application is $195 which is retained regardless of the outcome. The fee is payable when submitting this application.

The fee for an acknowledgment document is $60 and will record the **new** sex or gender only. If you wish to apply for a document that includes the child's **former** sex or gender please contact the Registry.

Product / Service	Price*	Qty	Subtotal
Application to the Registrar for a document acknowledging sex or gender of a child (12 to 17 years) born overseas	$195		$195
Acknowledgment document recording **new** sex or gender only	$60		$
		Total	$

*All prices listed are subject to change. Confirm current fees at www.justice.wa.gov.au

Payment details

☐ **By mail** – enclosed is the following:

- ☐ Credit Card – complete the credit card payment details.
- ☐ Money Order – payable to the Registry of Births, Deaths and Marriages.
- ☐ Cheque – payable to the Registry of Births, Deaths and Marriages.
  Allow an extra ten (10) working days for personal cheques.

☐ **In person** – the Registry accepts cash, credit cards, EFTPOS, money orders, bank and personal cheques.
Allow an extra ten (10) working days for personal cheques.

Certificates will be posted to:

☐ **Applicant One** – to the postal address on page 8.
☐ **Applicant Two** – to the postal address on page 8.

Credit card payment details

Applicant's surname

Card type ☐ MasterCard ☐ Visa Total $ ☐☐☐.☐☐

Card number ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ ☐☐☐☐ Expiry date ☐☐/☐☐

Name on card (please print)

Cardholder's signature

PART 8: Consent of the child continued

If the additional space is used, both parents **must** sign the bottom of this page.

Applicant One signature

Applicant Two signature

OFFICE USE ONLY

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Registry of Births, Deaths and Marriages
Address: Level 10, 141 St Georges Terrace, PERTH WA 6000 | **Phone:** 1300 305 021 | **Website:** www.justice.wa.gov.au

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