



Record a previously registered change of name in a birth registration

- If you have previously registered a change of name and wish to have this noted on your birth registration (if born in Western Australia), please complete this form
- A change of name assumed by marriage, repute or usage cannot be noted in a birth registration
- If the change of name was registered in another State or Territory, a certified copy of the change of name must be provided with this application
- **Section A** of this application must be completed by persons aged 18 years or over
Section B must be completed by the parents of a child under the age of 18 years. If the child is 12 years of age or over he/she must also sign this form
- If you prefer to identify either parent differently to that currently printed on page 2 of this form, simply cross through the appropriate heading and substitute it with Mother, Father or Parent
- If both parents cannot complete this application, please contact the Registry for further assistance
- No fee is payable for this application. After the birth registration has been changed, a replacement birth certificate can be obtained on payment of the relevant Birth Certificate fee
- Payment may be made by cheque or money order payable to the Registry of Births, Deaths and Marriages or by MasterCard or Visa.

Applicant's Full Name:

Enclosed is a cheque/money order for \$		OR debit my MasterCard <input type="checkbox"/> or Visa <input type="checkbox"/> for \$						
Your cheque or money order should be made payable to the Registry of Births Deaths and Marriages								
Card No	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Expiry	<input type="text"/>	/	<input type="text"/>
Cardholder name:					Signature:			

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Section A: This section must be completed by persons aged 18 years or over

Applicant's current name and address

I		Postcode	Phone No.
of			
Place of Child's change of name (eg Western Australia, New Zealand)		Date of change of name / /	

request that the change of name, as stated below, be noted in my birth registration.

Name registered at birth

Full name:	
born at	WA on / /

Name previously changed to

Full name:

Declaration: I declare that the information I have provided is true and correct. By signing this application I consent to my information being checked with the document issuer or official record holder.

Applicant's signature:	Date / /
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Section B: This section must be completed by the parents of a child under the age of 18 years

Birth mother to complete this section

Other Parent to complete this section

I	Postcode	I	Postcode
of		of	
Phone no:		Phone no:	
Place of Child's change of name (eg Western Australia, New Zealand)		Date of change of name / /	

request that the change of name, as stated below, be noted in our child's birth registration.

Child's name as registered at birth

Full name:	
born at	WA on / /
Name previously changed to (Full name):	

Child's consent to change of surname:

If the surname of a child aged 12 years or over is to change as a result of this application, the child **must** sign this consent section.

I (full name of child) consent to the above change of name being noted in my birth registration.

Declaration: I declare that the information I have provided is true and correct. By signing this application I consent to my information being checked with the document issuer or official record holder.

Child's signature:	Date: / /
Birth Mother's signature:	Other Parent's signature:
Date of application: / /	Date of application: / /

Processing times for certificate applications

Standard - Please allow up to 10 working days plus regular postal delivery time.
If required, please enclose a self-addressed Registered or Express Post envelope.

Submitting your application

By post

Complete this form and attach clear and legible copies of your identification. Post the form to:

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

In person

Complete this form and lodge it with your, **original** proof of identification and payment to:

Registry of Births, Deaths and Marriages
Level 10/141 St Georges Terrace Perth between
8.30 am - 4.30 pm Monday to Friday

By email

Complete this form and email with clear and legible copies of identification to bdm@justice.wa.gov.au

Privacy considerations and personal records

Any documents provided with the application may have their authenticity verified through an approved online verification service.

Please note: 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*.

Further information

For further information, please visit our website at www.justice.wa.gov.au or call **1300 305 021** between 8.30 am and 4.30 pm, Monday to Friday.

Identification requirements

When applying for a Western Australian certificate, evidence of your identity must be provided.

- You **must** provide at least **three** forms of identification:
 - One document from each List (1, 2 **and** 3). At least one containing a photograph
 - One from List 1 and two from List 2. At least one containing a photograph
 - Two from List 2 and one from List 3. At least one containing a signature
- All forms of identification **must** be **current**
- Documents from List 3 **must** show your **current residential address**
- Bank statements, utility accounts or rates notices **must** have been **issued within the last six months**.

List 1 - Evidence of link between photo and signature

- Australian driver's licence
- Australian passport
- Australian firearm's licence
- Defence Force/Police Identification card
- Australian Citizenship Certificate with evidence of residence status
- WA Photo Card, Over 18 or Proof of Age Card
- Australian learner driver's permit card

List 2 - Evidence of operating in the community

- Debit or Credit card (one or the other, not both) issued by a financial institution
- Document of Identity issued by the Passport Office
- Entitlement card issued by the Commonwealth or State Government (Centrelink, Health Care card, Veterans Affairs card etc)
- Full Birth certificate issued in Australia (birth extracts not accepted)
- Medicare card
- Naturalisation, Citizenship or Immigration papers issued by the Department of Home Affairs
- Overseas passport with current Australian Entry Permit
- Security guard or Crowd Control Licence (Australian)
- Student Identity Document or Statement of Enrolment issued by an educational institution, including Tertiary (should include photo and/or signature)
- Working With Children card

List 3 – Evidence of current residential address

- Driver's licence renewal notice
- Financial institution statement less than six months old
- Motor vehicle registration
- Property lease or tenancy agreement
- Shire/water rates notice
- School or other educational report or certificate less than twelve months old
- Utility account less than six months old (gas, electricity, home phone, etc)