



## Joint application to add marriage details in a child's birth registration

- Both parents must complete and sign this form to add marriage details in their child's birth registration
- This form can only be used where the parents were married after their child's birth and both parents details are recorded in the birth registration
- Only children of the same parents before this child was born can be recorded in the birth registration as previous children
- If the surname of a child aged twelve (12) years or over is to change as a result of this application, the child must also sign this form
- Parents married outside Western Australia must forward a certified copy of their marriage certificate with this application
- If both parents cannot complete this application, contact the Registry for further assistance
- When lodging this application to add marriage details to a child's birth registration in Western Australia, evidence of both parents identity (and the child if aged 18 years or above) must be provided
- The fee of \$55.00 payable for this application includes the issue of a replacement standard birth certificate
- Payment may be made by cheque or money order payable to the Registry of Births, Deaths and Marriages or by MasterCard or Visa.

**Payment details** **If applying for multiple applications only complete payment details on ONE form**

**Applicant's Full Name:**

Enclosed is a cheque/money order for \$		<b>OR</b> 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"/>	Expiry <input type="text"/> / <input type="text"/>
Cardholder name:	Signature:		



## Processing times for certificate applications

**Standard** - Allow up to 10 working days plus regular postal delivery time.

If required, 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 & Marriages  
 Level 10/141 St Georges Terrace Perth between  
 8.30 am - 4.30 pm Monday to Friday

## Privacy considerations and personal records

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

**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, visit our website at [www.justice.wa.gov.au/bdm](http://www.justice.wa.gov.au/bdm) or call **1300 305 021** between 8.30 am and 4.30 pm, Monday to Friday.

## Identification requirements

To confirm your identity, you must provide:

- You **must** provide at least **three (3)** 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 (MUST provide copy of front and back)**
- 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 Check card**

### List 3 – Evidence of current residential address

- Driver's licence renewal notice**
- Financial institution statement** less than six (6) months old
- Motor vehicle registration**
- Property lease or tenancy agreement**
- Shire/water rates notice**
- School or other educational report or certificate** less than twelve (12) months old
- Utility account** less than six (6) months old (gas, electricity, home phone, etc)

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