



## 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), 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, they 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, 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.

### 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 \$

**OR** debit my MasterCard  or Visa  for \$

Your cheque or money order should be made payable to the Registry of Births Deaths and Marriages

Card No

Expiry

 / 

Cardholder  
name:

Signature:

# Record a previously registered change of name in a birth registration

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

## Applicant's current name and address

I			
of		Postcode	
Email		Phone No.	
Place of change of name		Date changed	/ /

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:			
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**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.

<b>Applicant's signature:</b>	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		I	
	Postcode		Postcode
of		of	
Phone no.		Phone no.	
Email		Email	
Place of change of name		Date changed	/ /

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	/ /
<b>Name previously changed to (Full name):</b>			

## 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.

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

## 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 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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