



Application to correct a Western Australian certificate

Certificate to be corrected: Birth Death Marriage

Applicant's details

Please print clearly

Tax receipt required

Name			
Address			
Suburb/State	Postcode		
Postal address (if different to above)	Postcode		
Email			
Relationship to the person named on the certificate	eg self parent	Contact number	
		Delivery	Post <input type="checkbox"/> Collect <input type="checkbox"/>

Certificate details

Name of recorded person/s			
Date of event		Registration number	

Existing information on certificate requiring correction (attach certificate)

Correct information to replace existing information

What evidence is supplied to support the correction? (attach evidence)

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.

Signature of applicant: _____	Date: / /
Office use only	
Service Request No: _____ / _____	Officer's name: _____
Error type: Informant <input type="checkbox"/> RBDM <input type="checkbox"/> Other <input type="checkbox"/>	Registration Type: Birth <input type="checkbox"/> Death <input type="checkbox"/> Marriage <input type="checkbox"/>
Certificate to be issued? Y / N	Commemorative certificate to be issued? Y / N
Authorised by _____	Date _____ / _____ / 20_____

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)

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