



## 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 (12 years or over) is to change because 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 \$58.00 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 \$                      **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:

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

Post certificate to: ☐ Birth mother or ☐ Other parent

### Birth Mother's name and contact details

I	
of	Postcode
Phone No.	Email

### Other Parent's name and contact details

I	
of	Postcode
Phone No.	Email

request that the Registrar include details of our marriage and any previous children of the same parents, as stated below, in our child's birth registration.

### Marriage details

Date of marriage:	Place of marriage:
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### Child's details as registered at birth

Full name
born at WA on
We wish to record our child's <u>surname</u> as:

### Previous children of the same parents (Attach a separate sheet if required)

Full name	Place of birth	Date of birth
Full name	Place of birth	Date of birth
Full name	Place of birth	Date of birth

### Child's consent to change of surname:

If the surname of a child (12 years or over) is to change because of this application, the child must sign this consent section.

I (full name of child) consent to my surname being changed to Child's signature: Date:
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Birth Mother's signature:	Other Parent's signature:
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  
9.00 am - 4.00 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 9.00 am and 4.00 pm, Monday to Friday.

## IDENTIFICATION REQUIREMENTS

At least **three (3)** forms of ID **must** be provided for the applicant from the following lists:

- One document from List 1, 2 **and** 3 **or**
- One from List 1 & two from List 2 **or**
- Two from List 2 and one from List 3.
- All forms of ID **must** be **current** (not expired).
- Documents from List 1 **must** contain a photograph.
- 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 - 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, Veteran 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 or Crowd Controller 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**
- ☐ **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** (gas, electricity, home phone, etc)

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