



Change a child's given name(s) within 12 months of their birth

- If your child was born in Western Australia and you wish to change their given names before the age of twelve (12) months, this form must be completed
- This application must be made:
 - by both parents if the Birth Registration Form was signed by them
 - if the Birth Registration Form was signed by one parent, by that parent
 - if one of the child's parents has died, by the surviving parent
 - if both parents of the child have died, cannot be found or for some other reason cannot exercise their parental responsibilities, by the child's guardian (proof of guardianship required).
- Only one change of this kind can be made to a child's given names within twelve (12) months of their birth
- When lodging this application to change a child's given name(s) within twelve (12) months of their birth in Western Australia, evidence of both parents' identity must be provided
- The fee of \$58.00 payable for this application includes the issue of a replacement standard birth certificate. See Fees webpage – Change to a Child's Given Name
- 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 <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:	



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Post certificate to: ☐ Birth mother or ☐ Other parent

Birth Mother's name and contact details

I		
of		Postcode
Email	Phone no.	

Other Parent's name and contact details

I		
of		Postcode
Email	Phone no.	

Child's details as registered at birth

Current Given name(s):

Surname (surname will not be changed):
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born at	WA on
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Child's new given name(s) ONLY

<u>New given name(s)</u> in full:

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 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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