



Application for an uncertified copy of Western Australia registration document

THIS IS NOT AN APPLICATION FOR A WESTERN AUSTRALIA CERTIFICATE

This application is for a **copy of a Western Australia registration document (the document)**, that was used only for the purpose of creating a formal registration in the Western Australian Register of Births, Deaths and Marriages. The document is not certified and cannot be used for any official purpose. The document will be provided on plain paper. A separate application is required for an official certified Western Australian Certificate. See **Disclaimer** on page 2.

Birth details required

Please print clearly

☐ Tax receipt required

Surname			
Given name(s)			
Date of birth		Place of birth	
Parent 1 full name	Given name(s)	Surname	Surname at birth
Parent 2 full name	Given name(s)	Surname	Surname at birth

Applicant's details

Full name			
Postal address	Current postal address		
	Suburb	State	Postcode
Relationship to the person named on the certificate	e.g. self, parent	Contact number:	
		Email address:	
Reason required Must be completed	<input type="checkbox"/> Passport <input type="checkbox"/> Driver's Licence <input type="checkbox"/> Centrelink <input type="checkbox"/> Lost <input type="checkbox"/> Bank requirements <input type="checkbox"/> Legal <input type="checkbox"/> Marriage <input type="checkbox"/> Family history Other.....		

Signature of applicant:	Date: / /
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Office use only

LIST 1:	<input type="checkbox"/> Driver's licence	<input type="checkbox"/> Passport	<input type="checkbox"/> Photo/age card	<input type="checkbox"/> Citizenship cert
LIST 2:	<input type="checkbox"/> Birth cert (Aust)	<input type="checkbox"/> Cr/debit card	<input type="checkbox"/> Medicare	<input type="checkbox"/> Centrelink
LIST 3:	<input type="checkbox"/> Bank statement	<input type="checkbox"/> Rates notice	<input type="checkbox"/> Motor vehicle rego	<input type="checkbox"/> Utility account.
Other:	<input type="checkbox"/> <input type="checkbox"/> Letter of Authority Initial ID sighted.....			

Disclaimer

A copy of the document is issued for a reduced fee and cannot be used for official purposes eg. proof of identity.

Due to the age of the records, image quality cannot be guaranteed.

Any additional applications will incur a separate fee.

Fees

Application for a copy of Western Australia registration document..... \$50.00

No GST is payable on this copy. Fee includes regular postal delivery, is non-refundable and cannot be transferred to another application. Any new applications will incur an additional fee.

Processing times

Please allow up to 20 working days plus regular postal delivery time

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

Further information

For further information, please visit our website at www.justice.wa.gov.au/bdm or call **1300 305 021** between 9.00am and 4.00pm, Monday to Friday.

Payment details

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:

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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