

Application to register a Name Change



For a person:

- aged 18 or older, or
- under 18 and are, or have been, married, in a civil union or de facto relationship

Who may register a name change?

To register a name change in New Zealand:

- Your birth must be registered in New Zealand; or
- If your birth is registered outside New Zealand, you must be a New Zealand citizen or entitled, under the Immigration Act 1987, to be in New Zealand indefinitely (e.g. as a permanent resident).

Attach evidence if your birth is registered outside New Zealand

If your birth is registered **outside** New Zealand you must provide a certified true copy or an original of one or more documents providing evidence of the date and place of your birth, and of your status as a New Zealand citizen or person who is entitled, under the Immigration Act 1987, to be in New Zealand indefinitely. Please also include an official English translation of any document that is not in the English language.

One of the following is acceptable evidence for this purpose:

- New Zealand Citizenship Certificate
- New Zealand Passport (a certified copy of the page with your photo on it is sufficient)
- New Zealand Certificate of Identity issued under the Passports Act 1992 **with** a letter/permit/visa from Immigration New Zealand confirming permanent residence status
- Australian Passport or some other evidence of Australian citizenship
- Cook Islands, Niue or Tokelau Birth Certificate
- Overseas Passport **including** a residence permit or resident visa issued by Immigration New Zealand
- Letter from Immigration New Zealand confirming permanent residence status (if the letter states your name, date and place of birth)
- Overseas Birth Certificate **together with** a letter/permit/visa from Immigration New Zealand confirming permanent residence status
- Notarial Certificate (China) **together with** a letter/permit/visa from Immigration New Zealand confirming permanent residence status
- Household / Family Census Register from an Asian country **together with** a letter/permit/visa from Immigration New Zealand confirming permanent residence status.

① If your birth is registered **in** New Zealand you do not need to attach any supporting documents to this application.

Guidelines about your new name

What must the name consist of?

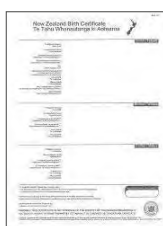
Your new name must consist of one surname, and one or more other names, unless your religious or philosophical beliefs, or cultural traditions require you to bear only one name - in which case attach a letter of explanation.

What is not acceptable?

Your new name (or combination of names) may not be accepted for registration if:

- it might cause offence to a reasonable person; or
- it is unreasonably long (that is, it should be less than 100 characters long, including spaces); or
- without adequate justification, it is, includes, or resembles, an official title or rank (in which case attach a letter of explanation); or
- it is not a name (for example, it must not consist of or include numbers or symbols).

Certificate showing your new name



Birth registered in New Zealand

If your birth is registered in New Zealand, any new Birth Certificate that is issued will show the new name as well as all previous names. A new birth certificate can be made available after registration, on payment of an additional fee.



Birth registered outside New Zealand

If your birth is registered outside New Zealand, any new Name Change Certificate that is issued will show the new name as well as all previous names registered in New Zealand on or after 25 January 2009. A new name change certificate can be made available after registration, on payment of an additional fee.

Contact Details

Births, Deaths and Marriages:

- Website www.bdm.govt.nz
- Freephone 0800 22 52 52 (New Zealand only). If overseas phone + 64 4 463 9362
- Email bdm.nz@dia.govt.nz

 **Post the form, appropriate fee(s), and evidence (if applicable), to either of:**

New Zealand	Sydney	London
Name Change Team Births, Deaths and Marriages Department of Internal Affairs PO Box 10-526 Wellington 6143 New Zealand	Births, Deaths and Marriages Department of Internal Affairs GPO Box 365 Sydney New South Wales 2001 Australia	Births, Deaths and Marriages Department of Internal Affairs New Zealand House 80 Haymarket London SW1Y 4TQ United Kingdom

Privacy Statement

The information provided on this form is collected under the Births, Deaths, Marriages, and Relationships Registration Act 1995 (the "BDMRR Act"). A person who makes, or causes to be made, a false declaration on this form will be liable on conviction to a fine or term of imprisonment, or both.

The information will be held on a public register, and may generally be accessed by any person on application (e.g. as a certificate or printout). Births, Deaths and Marriages may also release it to certain government agencies and foreign registration authorities, as authorised by law. The BDMRR Act governs access to registered information. Information about your rights to access and, where appropriate, correct the information is available on our website www.bdm.govt.nz or Freephone 0800 22 52 52.

Qualification of person authorised to take a statutory declaration in a Commonwealth country other than New Zealand

The persons authorised to take statutory declarations depends on the country in which you are signing this form. The list of authorised persons is provided on page 3 of this form at the place where you sign the declaration.

The following is provided if you are signing this form in Australia or the United Kingdom, which are both 'Commonwealth countries other than New Zealand'.

Australia



All of Australia

- Judge
- Notary Public
- Justice of the Peace
- Solicitor of the High Court of New Zealand
- Australian legal practitioner
- Court clerk or registrar who certifies his or her authority to take an oath for a judicial proceeding
- Commonwealth Representative

Also, if in Queensland

- Commissioner for Declarations
- Conveyancer

Also, if in Northern Territory

- Commissioner for Oaths (by personal appointment)
- Member of the Legislative Assembly
- Member of house of the Parliament of the Commonwealth elected to represent the Territory or a constituency in the Territory
- Member of the Police Force who has attained the age of 18 years

Also, if in South Australia

- Commissioner for Affidavits

Also, if in Western Australia

- A mining registrar appointed under the Mining Act 1978



Australian Police are **not** authorised to take this statutory declaration, unless you are in the Northern Territory

United Kingdom



England or Wales

- Judge
- Commissioner of Oaths (by personal appointment)
- Notary Public
- Justice of the Peace
- Solicitor of the High Court of New Zealand
- Solicitor
- Barrister
- Legal Executive
- Licensed Conveyancer
- Court clerk or registrar who certifies his or her authority to take an oath for a judicial proceeding
- Commonwealth representative

Ireland or Northern Ireland


- Judge
- Solicitor
- Notary Public
- Justice of the Peace
- Court clerk or registrar who certifies his or her authority to take an oath for a judicial proceeding
- Commonwealth representative
- Solicitor of the High Court of New Zealand

Scotland

- Judge
- Notary Public
- Justice of the Peace
- Person authorised by the law of that country to administer an oath for the purpose of a judicial proceeding
- Commonwealth representative
- Solicitor of the High Court of New Zealand

Other Commonwealth countries, other than New Zealand (If outside New Zealand and you are not sure if the country is a Commonwealth country refer to the list of member states at www.thecommonwealth.org)

- Person authorised by the law of that country to administer an oath for the purpose of a judicial proceeding

 Attach evidence here
(if applicable)

BDM120

Application to register a Name Change



Te Tari Taiwhenua

For a person:

- aged 18 or older, or
- under 18 and are, or have been, married, in a civil union or de facto relationship

① Please read the notes on the front two pages of this application form carefully before you start.

Part 1 - Information we need to process your application

1. Old name

My **name at birth** is - if legally adopted then enter the names you were given after the adoption

All first names at birth

Surname at birth

My name **only if I have previously registered a name change** in New Zealand or overseas

- The name below is the name you are changing from, if it is different from your name at birth
- **Not a surname you have assumed e.g. on marriage or civil union**

All first names of most recently registered name change

Surname of most recently registered name change

2. Date of birth

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

3. Place of birth

Town or City of birth


Country (if not New Zealand)



If your birth is registered overseas:

- I have attached evidence of the date and place of my birth, **and** evidence of my status as a New Zealand citizen or person who is entitled, under the Immigration Act 1987, to be in New Zealand indefinitely. *Refer to the notes at the start of this application*

4. Your contact details, if we have questions about this application

Daytime landline or mobile phone number 

Email address 

5. Evidence provided with this application, if applicable

What do you want us to do with the evidence you have attached, if applicable?

- Return it to you Destroy it



- All corrections must be initialled, dated by yourself then witnessed by a person authorised to take a statutory declaration
- Take care completing this statutory declaration as you may be required to do it again if there are errors

Part 2 - Statutory Declaration to Register a Name Change

Print your full current name

of (print your **residential address** ) - this is not a PO Box

Flat number (if applicable)

Street number

Street

Suburb or rural locality

City, town or district

Postcode

Country (if not New Zealand)

a (print your **occupation**) - if no occupation print 'no occupation'

Occupation

solemnly and sincerely declare that:

If 16 or 17 years of age, I am or have been in a:

Marriage →

Date of marriage/civil union

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Tick 1 box Civil Union →

Place of marriage/civil union

De facto relationship

Read this if you are married or in a civil union

Assumed surname

Generally, you do not need to register your assumed surname on marriage or civil union as organisations may acknowledge your new surname using some other evidence, such as your marriage certificate.

Only changing your first names

If you are married or in a civil union and only want to change your first names, on page 3 print the surname of your new name as it is currently recorded on your birth registration (i.e. do not print a surname you assumed on marriage).

Statutory Declaration continued on page 3

i All corrections must be initialled, dated by yourself then witnessed by a person authorised to take a statutory declaration

My **new name** is - your new name must comply with the "**Guidelines about your new name**" in the notes pages at the start of this application
- if your birth is registered in New Zealand, your new name will show on your birth certificate

All first names of your new name

Surname of your new name

- Tick 1 box I am **already using** my new name, **or**
 I intend to use my new name **in the future**

The **name I am changing from** is registered or deposited:

- Tick 1 box **in** New Zealand (if your birth is registered in New Zealand; or you have previously deposited a name change with Births, Deaths and Marriages in New Zealand), **or**
 outside New Zealand



Only sign when before a person authorised to take a statutory declaration

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

Declared at Town or city, and country (if not New Zealand)

this day of

by Signature of declarant

Signature of authorised person (also tick the appropriate box below)

before me

Qualification of person authorised to take a statutory declaration: tick one

In New Zealand

- Registrar of Births, Deaths and Marriages
 Justice of the Peace
 Notary Public
 Person enrolled as a barrister and solicitor of the High Court
 Registrar or a Deputy Registrar of the Supreme Court, Court of Appeal, High Court or a District Court
 Some other person authorised by law to administer an oath - *state below*

Commonwealth country other than New Zealand

- Commonwealth representative
 Justice of the Peace
 Notary Public
 Judge
 Commissioner of Oaths
 Solicitor of the High Court of New Zealand
 Refer to Page 3 of Notes for other persons authorised by law to administer an oath and *state below*

A country other than a Commonwealth country

- Commonwealth representative
 Judge
 Notary Public
 Solicitor of the High Court of New Zealand

Part 3 - Fees and Payment details

DO NOT POST CASH

Application fee to register a name change \$ 127.70

If a certificate is required to show the new name:

Is your birth registered in New Zealand?

<p style="text-align: center;">Yes ←</p>					<p style="text-align: center;">No →</p>
Birth Certificate					Name Change Certificate Only if your birth is registered overseas
Standard & Forest	Standard & Beach	Standard	Forest	Beach	
					
\$39.80 per set	\$39.80 per set	\$26.50 each	\$26.50 each	\$26.50 each	\$26.50 each
Quantity	Quantity	Quantity	Quantity	Quantity	Quantity
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Certificate fee (optional) + \$

Courier fee (optional) + \$ \$5.00 if to be delivered within New Zealand
If you wish to courier to an overseas address contact us for details ☎

Total amount to pay = \$

If paying in person at one of our offices in Auckland, Manukau, Wellington or Christchurch we also accept EFTPOS and cash payments

I choose the following method to pay:

- I enclose a New Zealand cheque, New Zealand money order or International bankdraft in New Zealand dollars made out to: The Department of Internal Affairs
- Charge my credit/debit card:

- VISA
 Mastercard
 Amex
 Prezzy Card

Card number

Expiry date

Cardholder's name

Cardholder's signature

Delivery Address  if ordering a certificate and it is not to be posted to your residential address

Delivery name <input style="width: 100%; height: 25px;" type="text"/>		
Flat number (if applicable) <input style="width: 95%; height: 25px;" type="text"/>	Street number <input style="width: 95%; height: 25px;" type="text"/>	Street <input style="width: 95%; height: 25px;" type="text"/>
Suburb or rural locality <input style="width: 100%; height: 25px;" type="text"/>		
City, town or district <input style="width: 95%; height: 25px;" type="text"/>		Postcode <input style="width: 40%; height: 25px;" type="text"/>
Country (if not New Zealand) <input style="width: 100%; height: 25px;" type="text"/>		

Part 4 (optional) - Marriage or Civil Union and HART Register

① Only complete and return this page if it applies to you

Including your new names on your New Zealand marriage or civil union record

The first few pages of this application are to register a name change on your birth record (if registered in New Zealand) or name change record (if your birth is registered overseas). Once registered, you may order a certificate as evidence of your new name - usually this is all you need to do.

For an extra fee of \$46.00, and if you are currently married or in a civil union and your marriage or civil union is registered in New Zealand, you may, if you wish, choose to have your new names added to your marriage or civil union record.

I have included the additional fee of \$46.00 and request that my new name be recorded on my New Zealand registered marriage or civil union

Answer for your most recent New Zealand marriage or civil union

Marriage or Civil Union?

Tick 1 box

Marriage

Civil Union



Date of marriage/civil union

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Place of marriage/civil union in New Zealand

Human Assisted Reproductive Technology (HART) Register

This section only applies to people who have provided information to Births, Deaths and Marriages for inclusion on the HART Register.

If you are either a donor or you were born as a result of an assisted reproductive technology procedure, information about you held by Births, Deaths and Marriages on the HART Register can be updated to include your new name. This means that up-to-date information will be provided to persons who are authorised to access your information under the Human Assisted Reproductive Technology Act 2004.

Are you a donor or person born as a result of a HART procedure?

Yes, I am a donor or person born as a result of a HART procedure whose details are recorded on the HART Register

If you donated an egg/sperm/embryo after 21 August 2005, information about you will also be held by the fertility clinic. We can send information about your name change to the fertility clinic, so that the clinic's records can be updated.

Consent for new name to be sent to clinic

Yes. I consent to my new names being sent to the fertility clinic named below that holds information about me

Fertility clinic name