

Request for Name Change Within 2 Years of Birth

THE DEPARTMENT OF INTERNAL AFFAIRS

Te Tari Taiwhenua

Use this form	Use this form if the child is under 2 years of age and his or her birth is registered in New Zealand.						
Do not use this form	Do not use this form if the child is under 2 years of age and his or her birth is not registered in New Zealand. In that case a different form must be used – the Name Change by Statutory Declaration of person aged under 18 who has not been married, in a civil union or de facto relationship BDM 122. You may obtain a BDM 122 by downloading a copy from our website www.bdm.govt.nz or Freephone 0800 22 52 52 (New Zealand only).						
Guidelines about the new name	<p>The new name (or combination of names) may not be accepted for registration if, in the opinion of the Registrar-General of Births, Deaths and Marriages (or the Family Court on appeal):</p> <ul style="list-style-type: none"> • 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; or • it is not a name (for example, it must not consist of or include symbols that cannot meaningfully be expressed in language). <p>The new name must consist of one name that is designated to be treated as the person's surname or family name, and one or more other names, unless the religious or philosophical beliefs, or cultural traditions of the person's parent(s) or legal guardian(s) require the person to bear only one name.</p>						
If this is a second name change	If the child's name has been changed previously, the child's name may only be changed if there are special reasons making it appropriate to do so. If this is the case, outline the reasons in a separate letter.						
Birth Certificates	<p>The new names will be registered on his or her birth record. New birth certificates issued from that record will show the new name and all previous names. A new birth certificate can be ordered, on the payment of an additional fee, once the new names have been registered. Complete and attach a Request for Birth Certificate or Printout Order Form (BDM 93B).</p> <p>To request a certificate, attach the completed order form and include the fee with this application. Order forms may be downloaded from our website www.bdm.govt.nz</p>						
Fees and our Contact Details	<p>Contact Births, Deaths and Marriages for the current list of fees or for any other related enquiries:</p> <ul style="list-style-type: none"> • Visit our website www.bdm.govt.nz • Freephone 0800 22 52 52 (New Zealand only). If overseas phone (+ 64 4) 474 8150. • Email bdm.nz@dia.govt.nz. 						
Post this form to either of	<table border="1"> <thead> <tr> <th data-bbox="517 1783 699 1816">New Zealand</th> <th data-bbox="908 1783 1015 1816">Sydney</th> <th data-bbox="1259 1783 1366 1816">London</th> </tr> </thead> <tbody> <tr> <td data-bbox="443 1845 775 1995"> Births, Deaths and Marriages Department of Internal Affairs P O Box 10-526 Wellington 6143 New Zealand </td> <td data-bbox="794 1845 1126 2024"> Births, Deaths and Marriages Department of Internal Affairs GPO Box 365 Sydney New South Wales 2001 Australia </td> <td data-bbox="1145 1845 1477 2024"> Births, Deaths and Marriages Department of Internal Affairs New Zealand House 80 Haymarket London SW1Y 4TQ United Kingdom </td> </tr> </tbody> </table>	New Zealand	Sydney	London	Births, Deaths and Marriages Department of Internal Affairs P O 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
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Legal guardian/s The guardians of the person whose name is to be changed should give all the information asked for on the form about themselves and about that person.

All the person's legal guardians must sign this declaration.

The child's father and mother are usually joint guardians

The father and the mother of a child are guardians jointly of the child unless the child's mother is the sole guardian of the child.

The mother is the sole guardian

If a child is conceived on or after 1 July 2005, the child's mother is the sole guardian of the child if the mother was not:

- Married to, nor in a civil union with, the father of the child at any time during the period beginning with the conception of the child and ending with the birth of the child; and not
- Living with the father of the child as a de facto partner at any time during that period; and
- Neither bullet point applies in the following paragraph "Father as guardian".

If the child is born as a result of an assisted reproduction procedure (such as donor insemination) to a mother acting alone, and the donor is not the mother's partner (i.e. not in a marriage, civil union or de facto relationship), and the donor does not become the mother's partner between conception and notification of the birth for registration, then the mother is the sole guardian.

Father as guardian:

- The mother and father are both guardians if they jointly registered the birth of the child on or after 1 July 2005 by completing and signing the Notification of Birth for Registration form (BDM27).
- The father is usually a guardian of the child if the father's particulars were added to the child's birth information on or after 1 July 2005 but no later than 24 January 2009.

Appointment of 1 or more additional guardians

- An additional testamentary guardian of the child appointed by the deceased parent under section 26(2) of the Care of Children Act 2004.
- All Court appointed/approved guardians. A certified copy of the Court appointment as a guardian should be attached to this declaration.

A guardian may act alone

- In some circumstances a guardian may act alone if the other guardian(s) is/are dead, unknown, missing, of unsound mind or unable to act because of a medical condition; or
- If Family Court approval is obtained. Appropriate evidence must be attached to this declaration.

Other parent

If the child was born as a result of an assisted human reproduction procedure (such as artificial insemination), and the mother was living in a marriage, civil union or de facto relationship with a man or a woman (excluding marriage) who had consented to her undergoing the procedure, and the man's or woman's name is recorded on the child's birth registration, then that man or woman must also sign this declaration.

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, printout or copy of a document). Births, Deaths and Marriages may also release it to certain government agencies, 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 .

Request for Change of Name Within 2 Years of Birth

THE DEPARTMENT OF INTERNAL AFFAIRS

Te Tari Taiwhenua

Please print clearly. Please initial any alterations. Tick circles like this

I/We, and

request to change the name(s) of my/our child whose birth is registered in New Zealand

from

to

Child's date of birth

Child's place of birth

WHEN GUARDIAN ACTING ALONE

Please first read the information at the front of this form, which describes who is a legal guardian.

State reason(s) for acting alone

- I am the person's sole legal guardian**
Describe why in the space provided here →
- The guardian(s) is/are missing**
State the actions you have actually taken to contact the other guardian(s) here →
- The guardian(s) is/are dead**
 - If died in New Zealand, write deceased's name, date of death and place of death in the space provided here →
 - If died overseas, include a certified copy or original of the deceased's death certificate.
- The other guardian is unable to act as they are of unsound mind**
Provide evidence from a Registered Medical Practitioner.
- The guardian is unable to act because of a medical condition**
Provide evidence from a Registered Medical Practitioner.
- The Family Court has given consent for me to act alone**
Provide appropriate evidence from the Family Court.

State reason(s) here

HUMAN ASSISTED REPRODUCTIVE TECHNOLOGY (HART) REGISTER

This section only applies if the person whose name is being changed was born as a result of an assisted reproductive procedure using donated sperm, eggs or embryos through a fertility clinic. If information has been provided to Births, Deaths and Marriages for inclusion on the Human Assisted Reproductive Technology (HART) Register, it will be updated to include the person's new name. This means that up-to-date information can be provided to people who are authorised to access information under the Human Assisted Reproductive Technology Act 2004.

- Yes, the person whose name is to be changed was born as a result of a HART procedure and is recorded on the HART register.

If the birth occurred as a result of a donation made after 21 August 2005, information will also be held by the fertility clinic. We can send information about the name change to the fertility clinic, so that the clinic's records can be updated.

- I consent to the new name being sent to the fertility clinic that holds the information.

The name of the fertility clinic is:

PERSON'S GUARDIANS

- All guardians of the person whose name is being changed must sign.
- If the names of any guardian are different from that shown on the birth registration of the person whose name is being changed, or on any document provided as evidence of the date and place of the person's birth, write the current and former names (e.g. "Smith formerly Jones") and provide evidence of the name change.
- Where the person has more than two guardians, the additional guardians must complete a separate BDM36 and attach it to this document.
- If a guardian is not a parent, include evidence of the appointment as a legal guardian.

Legal Guardian (1)

Legal Guardian (2)

Current full name	<small>Current full name</small>	<small>Current full name</small>
Usual residential address	<small>Flat number (if applicable), street number and name</small>	<small>Flat number (if applicable), street number and name</small>
	<small>Suburb or rural locality</small>	<small>Suburb or rural locality</small>
	<small>City, town or district</small> <small>Postcode</small>	<small>City, town or district</small> <small>Postcode</small>
	<small>Country (if not New Zealand)</small>	<small>Country (if not New Zealand)</small>
Relationship to person whose name is to be changed	<small>Relationship to person whose name is to be changed</small>	<small>Relationship to person whose name is to be changed</small>
Signature	<small>Signature of guardian</small>	<small>Signature of guardian</small>
Today's date	<small>Today's date</small>	<small>Today's date</small>
Daytime contact details	<small>() Telephone number</small>	<small>() Telephone number</small>
	<small>Email address</small>	<small>Email address</small>

PAYMENT

Do not post cash Do not include the cheque fee

Indicate which guardian is paying for this request. Any underpayment or overpayment of fees (i.e. refund) will be addressed to the person indicated below

Legal Guardian (1)

Legal Guardian (2)

As indicated in the PERSON'S GUARDIANS section above

Courier delivery option

Documents may be couriered to you at an additional fee. Contact us for the applicable fee.

Payment details:

Total \$

I choose the following method to pay for the order:

- EFTPOS, Cash or NZ cheque if paying in person over the counter at one of our Identity Services offices
- I enclose a NZ cheque, NZ money order or International bankdraft in New Zealand dollars made out to: The Department of Internal Affairs:
- Charge my credit card
- Visa Mastercard Amex

Card Number

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Expiry Date

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Cardholder's name

Cardholder's signature

Office Use Only

<input type="checkbox"/>	Approved date
<input type="checkbox"/>	Registrar-General
<input type="checkbox"/>	C
<input type="checkbox"/>	D
<input type="checkbox"/>	Birth registration endorsed
<input type="checkbox"/>	HART – Name added
<input type="checkbox"/>	HART – Sent to clinic

<input type="checkbox"/>	1. Applicant advised
<input type="checkbox"/>	2. Documents to be issued
<input type="checkbox"/>	Birth Certificate
<input type="checkbox"/>	3. OTS complete

CHECKLIST

- All relevant sections have been fully completed.
- All of the person's legal guardians have signed the form.
- All of the person's legal guardians have provided evidence of their last name change since the child's birth was registered.
- If the person's legal guardian is not a parent, evidence of the appointment as a legal guardian is attached.
- Payment is included for the name change fee, and courier fee (if required).
- I attached and completed the birth certificate order form (BDM 93B) and included the fee (if a new certificate is required subsequent to the name change).

**A Birth Certificate Order Form (BDM 93B) follows,
if you subsequently require a birth certificate.**

Panel A

Orderer's (applicant's) details

Surname or family name

Place of birth

First or given name(s)

Date of birth

Surname or family name at birth (if different from above)

Email address

First or given name(s) at birth (if different from above)

Daytime phone or mobile number (include area code, ie. 04)

What address do you want the certificate(s) and/or printout(s) sent to? The delivery name and address will appear on the back of all standard certificates (if a certificate is ordered).

Delivery name (if different from the orderer's name above)

Street Address, rural delivery or post office number

Flat Number Street Number Street Name

Suburb or rural locality

City, town or district Postcode

Country (if not New Zealand)

Details of the certificate and/or printout

Fully complete separate forms if for different people.

Surname or family name

Place of birth

First or given name(s)

Date of birth

Mother's surname or family name

Mother's given names

Mother's surname or family name at birth (if different from above)

Father's surname or family name

Father's given names

Additional information (e.g. folio number)

Order Details

Birth Certificate

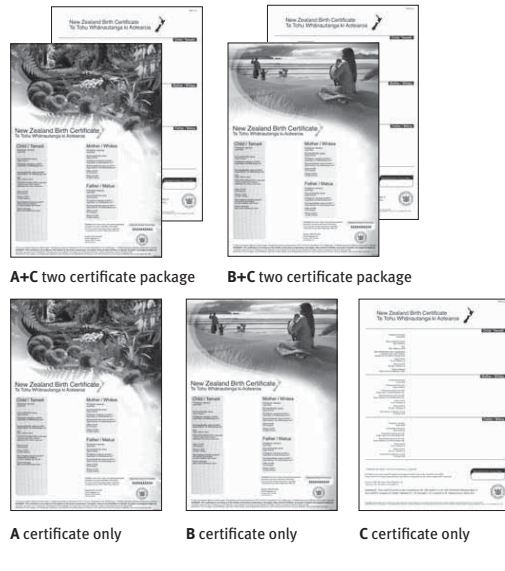
A+C two certificate package \$39	B+C two certificate package \$39	A certificate only \$26 each	B certificate only \$26 each	C certificate only \$26 each
x	x	x	x	x
write no. of packages wanted		write no. of copies wanted		
\$	⊕\$	⊕\$	⊕\$	⊕\$
enter dollar amount				sub total

Birth Printout

A printout is a copy of the information from the original registration that is often preferred by genealogists and people researching family history. A printout usually contains more information than certificates. Printouts are not acceptable for official purposes and can not be used in the same way as a certificate.

1874 and before \$26 each	x	⊕\$
	write no. of copies wanted	sub total
1875 and after \$20 each	x	⊕\$
	write no. of copies wanted	sub total
Courier Fee (optional) \$5.00*		⊕\$
		sub total
This is the amount you place as the total in 'Payment Details'		⊖\$
		total

* New Zealand only. If you wish to courier to an overseas address please call +64 4 474 8150 for details.



Payment Details

I choose to pay for this order by the following method (please tick your preferred payment method).

DO NOT INCLUDE THE CHEQUE FEE DO NOT POST CASH

Total amount to be paid is:
(Enter total amount from above)

EFTPOS, cash or New Zealand cheque if paying in person over the counter at one of our Identity Services offices.

or

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

or

Charge my credit card: VISA Mastercard Amex

Card Number

Expiry Date

Cardholder's name

Cardholder's signature

Office Use Only

Panels B and C overleaf ↓

Declarations

PANELS B AND C MUST BE COMPLETED IF YOU ARE REQUESTING A CERTIFICATE OR PRINTOUT OF A BIRTH THAT OCCURRED LESS THAN 100 YEARS AGO OR OF A STILL-BIRTH THAT OCCURRED LESS THAN 50 YEARS AGO.

Panel B

Orderer's (Applicant's) Declaration

READ THIS

Warning: It is an offence, punishable by imprisonment and/or a fine of up to \$10,000, to make a false statement to obtain a certificate, printout or any other document, or to provide any means of identification knowing that it is false or is suspected to be forged or falsified.

Note 1: The orderer's name or, if ordering on behalf of an organisation, the organisation's name will be entered in the Access Register.

Note 2: We will contact you if the record cannot be found, or if there are restrictions on the issuing of the certificate or printout

For more information about the Access Register visit our website at www.dia.govt.nz or contact us (details on the back page).

I declare that the information about me that is entered on this form is true and correct

Signature of orderer/applicant

Date

DD MM YY

If ordering on behalf of a company or organisation include an original signed request on letterhead and their name below

Then have a trusted referee verify the information you have given on this form.

Privacy

The information on this form is collected under the Births, Deaths, Marriages, and Relationships Registration Act 1995. As part of processing your request for a certificate or printout, your identification details may be checked against other records held by Births, Deaths and Marriages or other government agencies, as authorised by law.

Panel C

Trusted Referee Declaration

READ THIS

Warning: It is an offence, punishable by imprisonment and/or a fine of up to \$10,000, to make a false statement to obtain a certificate, printout or any other document, or to provide any means of identification knowing that it is false or is suspected to be forged or falsified.

A trusted referee must be one of the following: (Tick one of the following)

- Registrar of Births, Deaths and Marriages
- Commonwealth representative
- Member of the police
- Justice of the Peace
- Registered medical doctor
- Kaumatua
- Registered teacher
- Orderer's employer
- Minister of religion
- Lawyer
- Notary Public

and must not be:

- a relative or part of the family group of the orderer, or
- a partner of the orderer, or
- a person who lives at the same address as the orderer

Instructions to trusted referee: If the orderer's birth is registered in New Zealand complete statement 1 or statement 2. If the orderer's birth is registered outside New Zealand complete statement 2.

I declare I am at least 16 years of age and (Tick one of the following):

Statement 1

I have known the orderer for at least 12 months and to the best of my knowledge the information about the orderer's identity stated in this form is true and correct.

Statement 2

I have seen a current government-issued photo identification of the orderer and I am satisfied that it matches the information about the orderer's identity stated in this form.

Signature of trusted referee

Full name of trusted referee

Date

DD MM YY

Daytime phone or mobile number of trusted referee (include area code, ie. 04)

Contact address of trusted referee

Postal Details:

When you have completed Panels A, B and C post it to:

Births, Deaths and Marriages
PO Box 10 526
Wellington 6143
New Zealand

Please check to make sure all information is entered correctly and the Payment Details section is completed. Your certificate(s) will be sent to you in the post.

Contact Details

Freephone: 0800 22 77 77 (New Zealand Only)
Calling from outside New Zealand: +04 4 474 8101

www.bdm.govt.nz

