

**Request for New Zealand Civil Union Certificate or Printout****INTERNAL AFFAIRS**

Te Tari Taiwhenua

Please note that you may be able to order your certificate and/or printout by ☎ Freephone 0800 22 77 77 (+64 4 474 8101 if outside New Zealand)

**Part A My Details**

Surname	First names
<input type="text"/>	<input type="text"/>
Surname at birth (if different from above)	First names at birth (if different from above)
<input type="text"/>	<input type="text"/>
Place of birth (town or city) including country if not New Zealand	Date of birth
<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Phone number (daytime) ☎	Email address 📧
<input type="text"/>	<input type="text"/>

**Part B Delivery Address** 📄

Delivery name (if different from above)		
<input type="text"/>		
Flat number (if applicable)	Street number	Street
<input type="text"/>	<input type="text"/>	<input type="text"/>
Suburb or rural locality		
<input type="text"/>		
City, town or district	Postcode	
<input type="text"/>	<input type="text"/>	
Country (if not New Zealand)		
<input type="text"/>		

**The following two Declarations must be completed****Part C Declarations****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 a source document, or to provide any means of identification knowing that it is false or is suspected to be forged or falsified.**1. My declaration (the person ordering the certificate/printout must complete)****I declare that the information about me that is entered on this form is true and correct**

Signature	Date signed
<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

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

Your details or the company name will be entered in the Access Register. For information about the Access Register visit [www.bdm.govt.nz](http://www.bdm.govt.nz)**2. Referee's declaration (any other person 16 years of age or older must complete)****I am 16 years of age or older and have known the orderer for at least 6 months or have seen a government issued photo identification of the orderer and I am satisfied the information about the orderer's identity stated in this form is true and correct**

Signature of referee	Date signed
<input type="text"/>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

Full name of referee	Phone number of referee ☎
<input type="text"/>	<input type="text"/>

Contact address of referee
<input type="text"/>



## Definitions:

**A certificate is** an official document containing registered information.

**A printout is** a copy of the information from the registration and is not a legal document. Printouts are usually used for genealogical information purposes. A civil union printout is a typed copy of the information.

**Part D The civil union certificate/printout I want** (\* Mandatory)

## Partner 1 details

Surname\* (State the name entered into the civil union under)

First names\*

## Partner 2 details

Surname\* (State the name entered into the civil union under)

First names\*

Place of civil union\* (town or city)

Date of civil union\*

D	D	M	M	Y	Y	Y	Y
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Other information

**Part E How many certificates/printouts and Payment details****Certificates**

A certificate is an official document containing registered information



\$26.50 each

Quantity

**Printouts**

A civil union printout is a typed copy of the entry

First names:	
Surname:	James (R)

\$20.40 each

Quantity

**Courier fee (optional)** add \$5.00 New Zealand only  
If you wish to courier to an overseas address contact us for details

Total amount 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  Prezy Card

Card number

Expiry date

Cardholder's name

Cardholder's signature

**DO NOT POST CASH**

If paying in person at an Identity Services Office we also accept EFTPOS and cash payments

If the record cannot be found we will contact you and search fees will apply

Post with fee to:

**Certificate Team**  
**Births, Deaths and Marriages**  
**PO Box 10526**  
**Wellington 6143**  
**New Zealand**

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

**Remember to include payment when posting**

Office Use Only

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