

Application to register a name change and amend sex marker on birth certificate

Aged 16 and 17



Internal Affairs
Te Tari Taiwhenua

Tono ki te rēhita i te huri ingoa me te whakahou tohu ira tangata ki te tiwhikete whānau

16 me te 17 tau

BDM73

Use this form to register a name change and update the sex marker on your New Zealand birth certificate if your birth was registered in New Zealand and:

- you are aged 18 or older, or
- you are aged 16 or 17 and are, or have been, in a marriage, civil union or de facto relationship.

Me whakamahi i tēnei puka hei rēhita i te huri i te ingoa me te whakahou i te tohu ira tangata ki tō tiwhikete whānau o Aotearoa mēnā i rēhitatia tō whānautanga mai i Aotearoa:

- 18 ō tau, pakeke ake rānei, tērā rānei
- 16, 17 rānei ō tau, kei te mārena, i mārena i mua, kei roto, i roto rānei i te hononga ā-ture, hononga ā-whare rānei.

Before you apply

Guidelines for your new name

Your new name must consist of one surname and one or more other names. If your religious or philosophical beliefs, or cultural traditions require you to only have one name, you will need to attach a letter of explanation.

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

- might cause offence to a reasonable person
- is more than 70 characters long, including spaces, without adequate justification
- is, includes, or resembles an official title or rank (in which case attach a letter of explanation), or
- is not a name (for example, it must not include numbers or symbols).

Guidelines for your new sex marker

You will need to select one of the following sex markers:

- female
- male
- non-binary.

Timeframe

To view our current timeframes for a name change and updating a sex marker on a birth certificate, go to: govt.nz/bdm/timeframes.

If you have requested a certificate showing your new name and sex marker, allow extra time for postage.

If your application is not correct and complete, your application may be delayed.

Contact details

Website: govt.nz/bdm/contactus

Email: bdm.nz@dia.govt.nz

Only use email for enquiries about the form. To return the form, follow the postage instructions on page 13. Do not email the completed form to us.

True statements

If you make, or cause to be made, any false statement or declaration you will be liable, on conviction, to a fine or up to 5 years imprisonment, or both.

Requirements

You will need to:

1. Have all your guardians sign their consent on page 6 of this form.
2. Provide a certified true copy of your current photo identification.
3. Provide proof of your use of your identity of the community.
4. Make a statutory declaration on pages 8–9 of this form.

Refer below for further information about these requirements.

1. Guardian consent

What is a guardian?

A legal guardian is an adult who's responsible for the upbringing and care of a child. This is often both parents of the child. In some circumstances, it can be one parent or someone additional appointed by the Family Court.

You will need all of your guardians to sign this form to show consent to your application to register a name change and update your sex marker.

If you have only one guardian, or any additional guardians, your application will need to include a court document to show them being appointed. For one parent this is usually called a Sole Guardianship Order, or if you have more than two guardians, an Additional Guardianship Order.

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. Note that a guardian is not missing if others know of their whereabouts, but they refuse to tell you.

What if my guardians do not consent?

You cannot change your name if you do not have all your guardians' consent. You can still update your sex marker with a Letter of Support from a third party.

For more information, go to:
govt.nz/birth-certificate-sex.

2. Your current photo identification

You must provide a certified true copy of one of the following. It must include your photo.

- New Zealand or overseas passport (photo page only)
- New Zealand or overseas school photo ID
- New Zealand or international driver licence (copy of front and back)
- Overseas identity card

A certified true copy is a photocopy that has been stamped or endorsed by an authorised person. For example, a solicitor/lawyer, notary public, registrar of the court or Justice of the Peace. This confirms that the copy is a true copy of the original document.

If your photo identification has expired, it must have expired within the last 2 years.

If you do not have photo identification, you will also need to fill out a BDM76 Identity referee declaration form and attach it to this application. You can find this form at:
govt.nz/birth-certificate-sex.

You must present your current photo identification or completed BDM76 form (with attached photo) to the person authorised to take a statutory declaration when you sign the declaration in front of them. They can certify your document at the same time.

3. Proof of identity in the community

You must provide copies of 2 different documents that show either your birth name, married name or new name. These do not need to be certified. If possible, these documents should show the same name as shown on your photo identification. If you don't have documents showing the same name, send what you have and we will contact you if we need more information.

Accepted documents include:

- Student or tertiary identity card (if not used for photo identification)
- Educational certificate or school report
- Trade certificate
- Community Services Card
- Bank statements (including savings, credit or cheque accounts)

- Inland Revenue tax number (provide an IR card or statement)
- Bill (e.g., phone bill)
- Lease or tenancy agreements

4. Statutory declaration requirements

A statutory declaration is a written statement signed in front of an authorised person and declared to be true.

The people below are authorised to take a statutory declaration.

In New Zealand

- Registrar of Births, Deaths and Marriages
- Justice of the Peace
- Registrar or a deputy registrar of the Supreme Court, Court of Appeal, High Court or a District Court
- Person enrolled as a barrister and solicitor of the High Court
- Any other person authorised by law to administer an oath

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
- A person authorised by law to administer an oath for the purpose of judicial proceeding (examples below)

Non-Commonwealth country

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

Examples of people authorised by the law of Australia, England, Wales, Ireland, Northern Ireland and Scotland to administer an oath for the purpose of judicial proceeding:

Australia

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

Australian pharmacists, optometrists and doctors are not authorised to take statutory declarations.

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

Also, if in Northern Territory

- Commissioner for Oaths (by personal appointment)
- Member of the Legislative Assembly
- Member of the house of the Parliament of the Commonwealth elected to represent the Territory or a constituency in the Territory
- Member of the police force who is 18 years or older

Also, if in Queensland

- Commissioner for Declarations
- Conveyancer

Also, if in South Australia

- Commissioner for Affidavits

Also, if in Western Australia

- A mining registrar appointed under the Mining Act 1978

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 their authority to take an oath for a judicial proceeding
- Commonwealth representative

Ireland or Northern Ireland

- Judge
- Notary public
- Justice of the Peace
- Solicitor
- Court clerk or registrar who certifies their 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
- Commonwealth representative
- Person authorised by the law of that country to administer an oath for the purpose of a judicial proceeding
- Solicitor of the High Court of New Zealand

Privacy statement

The information provided on this form is collected under the Births, Deaths, Marriages, and Relationships Registration Act 2021 (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 new 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). The Department of Internal Affairs may also release it to certain government agencies and foreign registration authorities, as authorised by law. The Department will notify the Passport service and the RealMe Identity Verification Service of the change in birth information accordance with section 107 of the BDMRR Act to ensure you do not have more than 1 identity recorded. This form and the details relating to your sex at birth will not be publicly available, except where the Registrar-General is satisfied the information is required in relation to the administration of an estate or trust, a marriage, or by order of a Court. A new birth registration will be made from the information provided. Corrections may be made as provided for in the BDMRR Act. 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 govt.nz/bdm or freephone 0800 22 52 52. The information collected in your application may be used in statistical analysis and reporting for service improvement and business management purposes. Personal information will only be used where necessary for those purposes. Data is stored, accessed and retained in accordance with our Privacy Policy, Information Management Policy, and the DIA Code of Conduct which incorporates our ICT and security policies, and in compliance with the Privacy Act 2020 and the Public Records Act 2005.

Fees statement

All fees are correct as at the form version date. All fees are in New Zealand dollars.

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Instructions:

- You can complete this form by hand or on-screen using Adobe Reader.
- You must still print off the application and sign where applicable by hand.
- When you see this icon  it means you need to take extra care with your answers.

Please read the 'Before you apply' section (pages 1–4) of this application form carefully before you start. If your application is not correct and complete, your application may be delayed or unsuccessful.

1. My name

1a. Name at birth

This is the name on your birth certificate.

All first and middle names

Surname

1b. Name from previously registered name change (if applicable)

This applies if your current name is different from your name at birth due to a registered name change.

All first and middle names

Surname

2. My date of birth

Date (dd/mm/yyyy)

3. My place of birth

Town/city

Country

4. My contact details

Phone number

Email

My preferred name for contact purposes

5. I want my attached documents to be (tick one):

☐ Securely destroyed

☐ Returned to me



6. Guardian consent

All of your guardians must sign.

I/we are the guardian(s) of the person whose registered name and sex marker is to be changed and I/we consent to the change as set out in this application by the applicant.

Guardian 1's full name

Guardian 1 signature

Date signed (dd/mm/yyyy)

Guardian 2's full name (if applicable)

Guardian 2 signature

Date signed (dd/mm/yyyy)

Guardian 3's full name (if applicable)

Guardian 3's signature

Date signed (dd/mm/yyyy)

Guardian 4's full name (if applicable)

Guardian 4's signature

Date signed (dd/mm/yyyy)

7. One or more of my guardians cannot give consent because they are dead, unknown, missing, of unsound mind, or unable to act because of a medical condition (if applicable)

Select the statement that applies:

- ☐ **Statement 1:** The guardian is unable to act because of a medical condition or they are of unsound mind.

Provide evidence from a registered medical practitioner.

- ☐ **Statement 2:** The guardian(s) is/are dead.

If they died in New Zealand, enter the deceased's name, date of death and place of death. If they died overseas, include a certified true copy (or original) of the deceased's death certificate

Full name of first deceased guardian

Full name of second deceased guardian

Date of death (dd/mm/yyyy)

Date of death (dd/mm/yyyy)

Place of death (town or city, and country)

Place of death (town or city, and country)

- ☐ **Statement 3:** The guardian(s) is/are missing.

State the recent actions within the last 2 months that you have taken to contact the guardian(s) and include the date you tried to contact them. This includes searching the electoral roles, the Internet, asking family and friends or former employers. You must also state that you and all the people that know the guardian (which you have contacted) have no way of contacting them below.

I/we searched the electoral roles on this date:

Date (dd/mm/yyyy)

I/we asked friends on this date:

Date (dd/mm/yyyy)

I/we searched the Internet on this date:

Date (dd/mm/yyyy)

I/we asked their employers on this date:

Date (dd/mm/yyyy)

I/we asked family members on this date:

Date (dd/mm/yyyy)

Tick box to confirm:

- ☐ I/we and all people who know the guardian(s), who I/we have contacted, have no way of contacting the guardian(s).

If you could not attempt to contact the guardian with one of the above methods, attach a letter of explanation.



Statutory declaration

Take care completing this statutory declaration as you may be required to do it again if there are errors. All corrections must be:

- initialled
- dated, and
- witnessed by a person authorised to take a statutory declaration.

8. I,

Enter the name you are currently known by.

Full name

9. of

Enter your residential address. This cannot be a PO Box.

Street number and name

Suburb

Town or city

Country

10. a

Enter your occupation, for example, 'Student' or 'Landscape gardener'. If you have no occupation, enter 'No occupation'.

Occupation

solemnly and sincerely declare that:

I authorise any necessary additional enquiries including the disclosure of personal information about myself for the purpose of determining eligibility for the name change part of the application. My authorisation includes any information held by the Department of Internal Affairs or another NZ government agency.

11. The name I want to register on my birth certificate is:

Refer to the 'Guidelines for your new name' on page 1.

All first and middle names

Surname

12. I advise that I intend to use my new name once my name is registered

☐ If you are already using your new name tick this box

13. And I solemnly and sincerely declare that:

- I identify as a person of the sex marker selected below; and
- I understand that any future birth certificates will show the selected sex marker in the sex field.

Select one:

- ☐ Female
- ☐ Male
- ☐ Non-binary



14. Fill out and sign this section before a person authorised to take a statutory declaration

(Refer to pages 3-4 for the list of authorised people.)

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)

this day of (dd/mm/yyyy)

by (Signature of applicant)



15. The person authorised to take a statutory declaration must complete this section

I am satisfied of the applicant's identity because (tick one):

- ☐ I have sighted the applicant's original photo identification document from the list on page 2 (write document name and number below).

If the photo identification has expired, it must have expired within the last 2 years.

Document name (e.g. New Zealand passport)

Document number (e.g. Passport number)

- ☐ I have sighted the applicant's photo on a fully completed BDM76 Identity Referee form.

Signature (Authorised person signs here)

Full name of authorised person

Qualification of authorised person

16. Human Assisted Reproductive Technology Register (HART)

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

- ☐ Yes ► Fill in this section.
☐ No ► Go to Section 17.

This section applies if you were born as a result of an assisted reproductive technology procedure using donated sperm, eggs or embryos through a fertility clinic. If the information has been provided to Births, Deaths and Marriages for inclusion on the HART Register, it will 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.

Donation made after 21 August 2004

If your birth occurred as a result of a donation made after 21 August 2004, information will be sent to a fertility clinic. We can send information about the name change to the fertility clinic. They can then update their records.

- ☐ Yes, I consent to my new name being sent to the fertility clinic named below that holds the information:

Fertility clinic name

17. Fees

The application fee to register a name change is \$170

The application fee to update a sex marker \$55.

Birth certificate (additional fee)

You can order a birth certificate if you need a certificate that shows your new name and sex marker.

If you do not need a certificate to prove your new name and sex marker, this is optional.

There are several types and packages of birth certificate that you can select from.

Enter quantity:

Standard certificate



\$33

Forest style decorative certificate



\$35

Beach style decorative certificate



\$35

Two certificate package: beach style decorative and standard



\$55

Two certificate package: forest style decorative and standard



\$55

18. Delivery of birth certificate (if applicable)

Select a delivery method:

<input type="checkbox"/>	I want the certificate(s) sent by standard post	\$0
<input type="checkbox"/>	I want the certificate(s) couriered to a New Zealand address	\$5
<input type="checkbox"/>	I want the certificate(s) couriered to an overseas address	\$15 - \$30
	Australia, Asia, Pacific:	\$15
	USA:	\$20
	Europe (unless listed here):	\$25
	Rest of world:	\$30
	Includes: Azerbaijan, Armenia, Bulgaria, Bosnia and Herzegovina, Cyprus, Croatia, Greece, Georgia, Macedonia, Malta, Moldova	

Contact us if you are unsure whether we can deliver to your country. Contact information is on page 1.

Delivery address

Delivery name

Street number and name

Suburb

Town or city

Country

Postcode

Complete the payment section on the last page of the form.

19. Payment

Do not post cash or card. Do not email credit card details.

Charge my credit or debit card (Visa, MasterCard, American Express, Prezzly Card):

Card number

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Card expiry date

		/		
--	--	---	--	--

Name on card

Cardholder signature

Next steps

Print and sign the form.

Post the form, appropriate fee(s), and documents to us.

New Zealand office:

Births, Deaths and Marriages
Department of Internal Affairs
PO Box 10-526
Wellington 6140
New Zealand

Sydney office:

Births, Deaths and Marriages
Department of Internal Affairs
GPO Box 365
Sydney
New South Wales 2001
Australia

London office:

Births, Deaths and Marriages
Department of Internal Affairs
1 Pall Mall East
London SW1Y 5AU
United Kingdom