

Request for New Zealand Name Change Certificate or Certified true copy of Declaration

INTERNAL AFFAIRS

Te Tari Taiwhenua

Tono Tiwhikete Huri Ingoa Tangata o Aotearoa, Tiwhikete tārua tūturu o te Whakapuakanga

You may be able to order your certificate and/or printout by phoning us
 ☎ Freephone 0800 22 52 52 (+64 4 463 9362 if outside New Zealand)

To download the form to change your name visit www.govt.nz/bdm

Note: If the subject's birth is registered in New Zealand you need to request a **Birth Certificate**

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"/>		<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">D</div> <div style="border: 1px solid black; padding: 2px;">D</div> <div style="border: 1px solid black; padding: 2px;">M</div> <div style="border: 1px solid black; padding: 2px;">M</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> </div>	
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/certified true copy 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"/>	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">D</div> <div style="border: 1px solid black; padding: 2px;">D</div> <div style="border: 1px solid black; padding: 2px;">M</div> <div style="border: 1px solid black; padding: 2px;">M</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> </div>

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

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"/>	<div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; padding: 2px;">D</div> <div style="border: 1px solid black; padding: 2px;">D</div> <div style="border: 1px solid black; padding: 2px;">M</div> <div style="border: 1px solid black; padding: 2px;">M</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> <div style="border: 1px solid black; padding: 2px;">Y</div> </div>
Full name of referee	Phone number of referee ☎
<input type="text"/>	<input type="text"/>
Contact address of referee	
<input type="text"/>	



To download the form
to change your name
visit www.govt.nz/bdm
or contact us

Definitions:

A certificate is an official document containing registered information. Name change certificates are available for name changes registered **after 24 January 2009** where the subject of the name changes birth is registered outside New Zealand.

A certified true copy is an official copy of the name change declaration deposited with Births, Deaths and Marriages. Certified true copies are available for name changes deposited **before 25 January 2009** where the subject of the name changes birth is registered outside New Zealand.

Part D The name change certificate or certified true copy I want (* Mandatory)

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, and country)		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"/>	
If applying for a certified true copy also provide		Year of name change (if known)	
Name changed to*		<input type="text"/>	
<input type="text"/>		<input type="text"/>	
Other information (e.g. RG or Registration number, if available)	<input type="text"/>		

If you intend to use this certificate overseas refer to www.dia.govt.nz/Document-authentication

Part E How many certificates/certified true copies and Payment details

Certificates

A certificate is an official document containing registered information

If name change registered **after 24 January 2009**



\$33.00 each

Quantity

Certified true copy

A certified true copy of the name change declaration

If name change deposited **before 25 January 2009**

\$25.00 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 ☐ Prezzzy 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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