

Complete on-screen and print

You can complete this form on-screen using the Editable PDF functionality with Adobe Reader.
You must still print off the application and have signed where applicable by hand.

BDM36

INTERNAL AFFAIRS

Te Tari Taiwhenua

He tono ki te rēhita i tētahi Panoni Ingoa i roto i te 2 Tau o te Whānautanga Application to register a Name Change within 2 Years of Birth

If the child's birth is registered outside New Zealand use the *Application to register a Name Change for person aged under 18 who has not been married, in a civil union or de facto relationship (BDM122)* at www.govt.nz/bdm

Guidelines about the new name

The new name must consist of one surname and one or more first names, unless your religious or philosophical beliefs, or cultural traditions require the person to bear only one name - in which case 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; 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 include numbers or symbols).

Certificate showing the new name

A new Birth Certificate can be ordered for an additional fee that will show the new name as well as all previous names.

How long will it take?

Applications will be processed within 15 working days, from receiving a correct and complete application (plus postage time). If you have requested a certificate showing your new name, it will be issued as soon as the name change has been processed.

You must make true statements

You must make true statements when completing this application. If you make, or cause to be made, any false statement you will be liable on conviction to a fine or up to 5 years imprisonment, or both.

If this is the second name change

If the child's name has been changed previously then you must give special reasons as to why it is appropriate to change their name again. If this is the case explain the special reasons at question 8 in this form.

Email your completed form

Do not also post the form if you are emailing it. We only need one copy

After the form is fully completed, signed and the payment details have been completed:

1. Scan all pages of this application (do not scan the notes pages)
2. Scan all your evidence
3. Attach the scan of the form and evidence to an email
4. Send the email to ISBDMMaintenanceTeam@dia.govt.nz

or Post the form, appropriate fee(s), and evidence as applicable, to one 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

All legal guardians must sign

The guardians of the person whose name is to be changed should give all the information requested on this form about themselves and about that person.

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. If the child is legally adopted (by opposite-sex or same-sex parents) those parents are guardians of the child.

Father as guardian

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.

The mother is the sole guardian

When 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.

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.

Appointment of 1 or more additional guardians

- A testamentary guardian of the child appointed by the deceased parent under section 26(2) of the Care of Children Act 2004 or section 7(2) of the Guardianship Act 1968.
- 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 (note that a guardian is not missing if others know of their whereabouts but they refuse to tell you), 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 (note that this is **not** a Parenting or Protection order).

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 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.

Contact Details

Births, Deaths, Marriages, Citizenship, Authentications and Translations:

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

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). The Births, Deaths, Marriages, Citizenship, Authentications and Translations office 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.govt.nz/bdm or Freephone 0800 22 52 52.



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1. Old name

Name at birth is (if legally adopted then enter the names given after the adoption)

All first and middle names

Surname

If the guardians have previously registered a name change for the child in New Zealand or overseas. The name below is the name changing from, if it is different from the name at birth

All first and middle names of most recently registered name change

Surname of most recently registered name change

2. Date of birth

Date of birth Day Month Year

3. Place of birth

Town or City of birth

Country of birth (if not New Zealand)

4. New name (the new name must comply with the "Guidelines about the new name" in the notes pages at the start of this application)

All first and middle names

Surname of the new name

☐ We are acting together to complete this application --> Go to question 6

5. If acting alone as a guardian

☐ I, as the **child's mother**, am the sole guardian because the **child was conceived before 1 July 2005** and I 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 I was not living with the father of the child as a de facto partner at the time the child was born, and none of the exceptions apply _____

☐ I, as the **child's mother**, am the sole guardian because the **child was conceived on or after 1 July 2005** and I 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 I was not living with the father of the child as a de facto partner at any time during that period, and none of the exceptions apply _____

Exceptions:

- The mother and father jointly registered the birth on or after 1 July 2005 by completing and signing the Notification of Birth for Registration form (BDM27).
- The father's particulars were included in the child's birth information on or after 1 July 2005 but no later than 24 January 2009.
- A testamentary guardian of the child has been appointed by the deceased parent under section 26(2) of the Care of Children Act 2004 or section 7(2) of the Guardianship Act 1968.
- The Court has appointed any other person(s) a guardian.

☐ The guardian(s) is/are **missing**

State the recent actions within the last 2 months that you have taken to contact the other 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:

☐ I/we searched the electoral roles on date (DD/MM/YYYY)

☐ I/we searched the Internet on date (DD/MM/YYYY)

☐ I/we asked family members on date (DD/MM/YYYY)

☐ I/we asked friends on date (DD/MM/YYYY)

☐ I/we asked their employers on date (DD/MM/YYYY)

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

☐ One or more of the above do not apply - State why:

☐ I, as the **child's mother**, am the sole guardian because **the child was born as a result of an assisted reproduction procedure** (such as donor insemination) to me acting alone, and the donor is not my partner (i.e. not in a marriage, civil union or de facto relationship), and the donor did not become my partner between conception and notification of the birth for registration.

☐ The guardian(s) is/are **dead** - *If died in New Zealand, enter the deceased's name, date of death and place of death. If died overseas, include a certified true copy of the deceased's death certificate:*

Deceased's full name

Date of death (DD/MM/YYYY)

Place of death

☐ The Family Court has **given consent** for me to act alone - *Provide a copy of the Family Court order (not a Parenting order, previously known as a Custody order)*

☐ The guardian is unable to act because of a **medical condition** or they are of **unsound mind** - *Provide evidence from a Registered Medical Doctor*

6. Your full name, occupation and residential address

If there are more than two guardians continue on separate form

Guardian 1's First names

Guardian 1's Surname

Guardian 1's best phone number

Guardian 1's email

Relationship to child (e.g. mother/father)

Residential address - this is not a PO Box

Flat no

Street no

Street

Suburb or rural locality

City, town or district

Postcode

Country (if not New Zealand)

Guardian 2's First names

Guardian 2's Surname

Guardian 2's best phone number

Guardian 2's email

Relationship to child (e.g. mother/father)

Residential address - this is not a PO Box ☐ Copy Guardian 1's address

Flat no

Street no

Street

Suburb or rural locality

City, town or district

Postcode

Country (if not New Zealand)

7. If this is the second name change explain why you are applying again

- I authorise any necessary additional enquiries including the disclosure of personal information about myself and the person whose name is being changed for the purpose of determining eligibility for this name change application. My authorisation includes any information held by the Department of Internal Affairs or another NZ government agency.
- If I submit an application for New Zealand citizenship or a New Zealand passport at the same time as this application is submitted, I authorise any necessary additional enquiries including the disclosure of personal information about myself and the person whose name is being changed so both applications can be processed.

I/We solemnly and sincerely declare that the information in this application is true, accurate and complete.

8. Signatures

If there are more than two guardians continue on separate form

Guardian 1's Signature

Date signed (DD/MM/YYYY)

Guardian 2's Signature






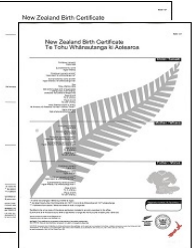
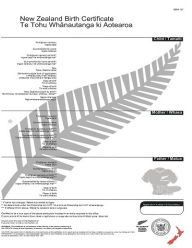
Date signed (DD/MM/YYYY)

9. Fees and Payment details

Application fee to register a name change

Pictorial certificates will be posted flat in an A4 size reinforced envelope. Standard certificates will be folded into a standard DLE envelope with address details printed on the back of the certificate.

If a certificate is required to show the new name:

Standard & Forest	Standard & Beach	Forest	Beach	Standard	For a limited time only: 'All Blacks' NZ Birth Certificate	
						
Two certificate package \$55.00 Enter quantity below	Two certificate package \$55.00 Enter quantity below	\$35.00 each Enter quantity below	\$35.00 each Enter quantity below	\$33.00 each Enter quantity below	Standard and All Blacks package \$55.00 Enter quantity below	\$35.00 each Enter quantity below

Courier fee (optional)

- ☐ To a New Zealand address \$5
- ☐ To an overseas address >>>

In list below number in brackets is estimated delivery in working days

I choose the following method to pay for the order:

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

☐ VISA ☐ Mastercard ☐ AMEX

Card Number

Expiry Date

Cardholder's name

Cardholder's signature

Delivery Address, if ordering a certificate

Copy: ☐ Guardian 1's address ☐ Guardian 2's address

First name(s)

Surname

Flat no

Street no

Street

Suburb or rural locality

City, town or district

Postcode

Country (if not New Zealand)

HART Register (optional) - Only complete and return this page if it is applicable

10. 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 technology 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 HART Register, it will be updated to include the person's 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, the person whose name is being changed was born as a result of a HART procedure whose details are 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.

Consent for new name to be sent to clinic

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

Fertility clinic name