

# Change of Name Application Form



## Information

### Privacy

The information on this form is collected under the authority of the Change of Name Act (Revised Statutes of Nova Scotia 1989, chapter 494).

**NOTE: You do not need this form to change your last name after getting married.**

If, following marriage, you wish to assume your spouse's last name on identity documents, such as a driver's licence, contact the organization or agency that issued the identity document for guidance.

### What is the purpose of this form?

Use this form to legally change your name, your spouse's name, and/or the name of your child 15 years of age and younger.

### Are you eligible?

To request a legal name change, the applicant **MUST** be 16 years of age and older

### AND EITHER

- born in the Province of Nova Scotia

### OR

- be a resident of Nova Scotia, having resided in the province for at least three (3) months immediately before submitting the change of name application. **Submit proof of residency with application.**

### Ineligible applicants

A person cannot apply to change their name if they have ever been convicted of a sexual offence under section 490.011(1)(a), (c), (ci), (d), (d.1) and (e) of the Criminal Code of Canada.

### Who is the Applicant?

A person, **16 years of age or older**, who wants to change one or more of:

- Their own name
- Their spouse's name
- Their child's name (15 years of age or younger)

### Mandatory documents

(other documents may be required, depending on your specific situation)

- If you are changing your name and you were **born outside of Nova Scotia but within Canada**, you must submit an original Birth Certificate from your province of birth.
- If you are changing the name of a **child 15 years of age and younger born outside of Nova Scotia but within Canada**, you must submit an original detailed Birth Certificate from their province of birth that includes the name(s) of the child's parent(s).
- If you are changing your name and were **born outside of Canada**, you need to submit original immigration documents (or certified copies).
- If you are changing the name of a **child 15 years of age and younger born outside of Canada**, you must submit original or certified copies of immigration documents that state the name(s) of the child's parent(s).

**NOTE – All current original** Nova Scotia Birth and/or Marriage Certificates must be received by Vital Statistics before new ones can be printed. Please submit with your application.

**Proof of residency** includes valid NS Driver's Licence or Health Card. Please submit a copy with your application.

Please contact Vital Statistics if you have questions about required documents.

## Application Guide

### Page 4 - Fingerprinting and Criminal Record Check Information

Detailed information about when fingerprints are required and the form/instructions to take to the fingerprinting agency.

**NOTE** - Everyone 12 years of age and older having their name changed MUST have fingerprints taken by an approved agency.

### Page 6 - Fees Required

Fees associated with a Change of Name including a description of certificates that can be ordered and methods of fee payment.

### Pages 7 & 8 - Delivery & Payment Information

- Boxes 1 to 8 – Delivery details & contact information for the Applicant:** this is where certificates will be mailed once the application is processed and how you can be contacted if there are any questions during processing.
- Boxes 9 & 10 – Payment information:** If you are submitting the application by mail, enter payment information here.
- Box 11 – Certificates requested:** Type of certificate and quantity being ordered. **NOTE** – certificates can only be ordered for events that took place in Nova Scotia.

### Page 9 - Publication consent

Requirements for publication under the Change of Name Act, as well as instructions for requesting that the change of name not be published.

### Page 10 to 12 - Applicant Information

- Boxes 12 to 39 – The Applicant** (see definition above) must complete this section with their own information, even if their name is not being changed.
- Box 40 – Indicate whose name is being changed:**
  - **Self** - complete boxes 41-55 and page 18
  - **Spouse** - complete boxes 56-81 and page 14
  - **Child** (15 years or younger) - complete boxes 82-110, as applicable, and pages 17 (non-applicant parent) and 18 (applicant parent)
- Boxes 41 to 45 – Applicant is changing their own name:** New name(s) & reason for name change.
- Boxes 46 to 52 – Applicant had previous legal change of name:** Provide information on any previous legal name changes.  
**NOTE** – this does not include a last name assumed on marriage or a name change due to adoption or other birth re-registration.

### Pages 12 to 13 - Spouse/partner Information

- Box 53 –** Indicate current marital status, if Never Married, go to Box 82.
- Boxes 54 to 69 – Applicant is changing their own name and is married, divorced widowed or in a Domestic Partnership in Nova Scotia:** Provide details of the marriage/domestic partnership and the spouse/partner. **NOTE** – Marriage/Domestic Partnership records at Vital Statistics Nova Scotia will be changed to reflect the new name.
- If the marriage took place outside of Nova Scotia and you are changing your last name, you must submit an original or certified copy of your Marriage Certificate. **NOTE** – You must also contact the Vital Statistics office in the province where the marriage took place to find out how to change the record to reflect your new name.
- If spouse/partner is not changing their name, go to page 15.**
- Boxes 70 to 74 – Spouse/Partner is changing their name:** New name(s) & reason for name change.
- Boxes 75 to 81 – Spouse/partner has had previous legal change of name:** Provide information on any previous legal name changes. **NOTE** – this does not include a last name assumed on marriage or a name change due to adoption or other birth re-registration.

### Page 14 - Consent of Spouse/Partner

- The spouse/partner of the applicant completes this form when the applicant is changing their **last name** and/or the spouse/partner is changing their name.
- This consent must be signed in the presence of a person authorized to take sworn statements, such as a Lawyer, Justice of the Peace, Notary Public or Commissioner of Oaths. A fee may be charged for this service. **NOTE** – A judge may order that the spouse/partner's consent be dispensed with (the court order needs to specifically state that the requirement for consent for change of name is waived).

## Application Guide (Continued)

### Page 15 & 16 - Child/Children's Information

- **Box 82 –** Check here if you do not have children, go to Page 18.
- **Boxes 83 to 89 – Child's Birth Information:** The Applicant completes this section when:
  - **Child's name is changing –** Applicant is a parent seeking to change the name of their child/children (15 years of age and younger). The Applicant's name may or may not be changing.
  - **Parent's name is changing, child's name is not –** Applicant is changing their name, and they have a child/children born in Nova Scotia who are **18 years of age and younger**. The child's birth records will be updated with the Applicant's new name.  
**NOTE –** If the child was born in another province, contact the Vital Statistics office in that province to find out how/if the child's birth record can be changed to reflect the parent's new name.
- **Box 90 -** Is child changing their name, check Yes or No. If No, go to Box 97.
- **Boxes 91 & 92 - Child is changing their name:** New name(s) & reason for name change.
- **Boxes 93 to 96 - Child has had previous legal change of name:** Provide information on any previous legal name changes.  
**NOTE –** this does not include a last name assumed on marriage or a name change due to adoption or other birth re-registration.

### Page 17 - Consent of Other Parent

- When there are two parents on the birth record, the parent who is NOT the Applicant must complete this form when the child is changing their name. A separate consent must be completed for each child.
- This consent must be signed in the presence of a person authorized to take sworn statements, such as a Lawyer, Justice of the Peace, Notary Public or Commissioner of Oaths. A fee may be charged for this service. **NOTE –** A judge may order that the other parent's consent be dispensed with (the court order needs to **specifically state** that the requirement for consent for change of name is waived).

### Page 18 - Statutory Declaration

- The Applicant must sign using the name that they are currently known by, as supported by current identification documents, such as a driver's licence. The Statutory Declaration must be signed in the presence of a person authorized to take sworn statements, such as a Lawyer, Justice of the Peace, Notary Public or Commissioner of Oaths. A fee may be charged for this service.

## Criminal Record Checks

### Ineligible applicants

A person cannot apply to change their name if they have ever been convicted of a sexual offence under section 490.011(1)(a), (c), (c.1), (d), (d.1) and (e) of the Criminal Code of Canada.

**NOTE: Everyone 12 years of age and older and having their name changed MUST submit a criminal record check. Fingerprints must be taken by an approved agency:**

- the Royal Canadian Mounted Police
- a municipal police department or other police department providing policing services in the province
- the provincial police
- Commissionaires

Any fees for fingerprinting are paid directly to the fingerprinting agency. They are not part of the legal change of name fee.

The fingerprints will be used to complete a criminal record check to determine eligibility and to match the proposed name to any existing criminal record.

### What happens next

The fingerprints are submitted by the approved agency directly to the RCMP's Canadian Criminal Real Time Identification Service (CCRTIS) in Ottawa along with the current name and proposed name of the person whose name is to be changed. CCRTIS cross-references these names with the criminal records database. If a criminal record is found by CCRTIS, the proposed name is attached to the record. CCRTIS will provide the criminal record check to Vital Statistics.

The legal change of name cannot be processed until Vital Statistics receives confirmation from CCRTIS that the fingerprints for each person whose name is to be changed have been received and Vital Statistics has received the criminal record check and can confirm that person has no prior convictions under sections 490.011(1)(a), (c), (c.1), (d), (d.1) and (e) of the Criminal Code of Canada.

### Applicants 19 years of age and older

CCRTIS confirms with Vital Statistics that the fingerprints of the person whose name is to be changed have been received. CCRTIS provides the criminal record check to Vital Statistics. **If you received a Finger Print Confirmation Letter directly, please forward it to Vital Statistics.**

### Applicants 16–18 years of age

### Individuals 12–15 years of age

CCRTIS forwards confirmation that the fingerprints and the criminal records check have been received to the person whose name is to be changed. This confirmation and the criminal record check must be submitted to Vital Statistics before the change of name can be processed.

### Purpose of Criminal Record information

The purpose of the criminal record check is to enable Vital Statistics to determine if the person seeking to change their name has been convicted of an offence under sections 490.011(1)(a), (c), (c.1), (d), (d.1) and (e) of the Criminal Code of Canada. The Registrar shall not register a change of name for a person convicted of the above offences. If the criminal record contains such a conviction, the person will not be permitted to change their name. In addition, the CCRTIS will use the fingerprints to attach any new name to an existing criminal record. Fingerprints submitted as part of the legal change of name application are not kept on file with the fingerprinting agency or with CCRTIS. They are not used for any purpose other than confirming eligibility and adding the proposed name to the criminal record, if found.

**IMPORTANT: Remove page 5, complete and provide to the fingerprinting agency.**

## Criminal Record Check Requirements for Change of Name

**Fingerprinting Agency:** All fingerprints for legal change of name are to be done using **LiveScan technology**. If your location is unable to process using LiveScan, direct the client to the closest location that has LiveScan available. The client does **NOT** need to live in your area to use LiveScan for change of name purposes.

<b>New name</b>	
NEW NAME of person changing name: (info goes in "Names" field) <b>NOTE:</b> Include the full name in its entirety even if only part of the name is being changed.	
Last name	
Given names Ryan	
<b>Current name</b>	
CURRENT NAME of person changing name: (info goes in "Other names/Alias" field) <b>NOTE:</b> Include the name on your Birth Certificate (if born in Canada) or immigration documents (if born outside of Canada), not your married last name or assumed name.	
Last name	
Given names	

1. Ensure all screens are cleared of previous client data before processing a new applicant.
2. Using the agencies fingerprinting software, on the demographic entry screen:
  - The Application Type is "**Other**"
  - The Sub-Type is "**Name Change - Nova Scotia**"
3. Select "**Response Address**" on the Send Results Field.
4. Applicants **19 years of age and older**, should have the return mailing address screen as follows:

Attention Name: Nova Scotia Vital Statistics  
Address Line 1: Director/Deputy Registrar General  
Address Line 2: NAME CHANGE  
Address Line 3: PO Box 157  
City: Halifax  
Province: Nova Scotia  
Postal Code: B3J 2M9  
Country: Canada

**NOTE:** Criminal Record Checks from CCRTIS for individuals between **12 and 18 years of age** must be mailed directly to the applicant. Enter the applicant's return mailing address and not the address for Vital Statistics.

5. On the **NAME** screen, enter the **NEW NAME**. See the **NEW NAME** box on page 11.

Complete all name fields even if only one part of the name is to be changed:

Surname: last name as proposed:  
Given name 1: first given name as proposed:  
Given name 2: additional given names, for example, proposed middle names are to go in these fields whether they are changing that name or not.  
Given name 3:  
Given name 4:

6. On the "**Other names/Alias**" screen, enter the **CURRENT NAME** as shown on the **Birth Certificate or Immigration Document** (do not use the driver's licence as evidence of current name). **See the CURRENT NAME box on page 10.**

Surname: enter the CURRENT name here  
Given Name 1: enter the CURRENT first given name here  
Given Name 2: additional given names, for example middle names are to go in these fields whether they are changing that name or not.

Given Name 3:  
Given Name 4:

### Helpful hints:

- Names can be processed in both upper and lower case.
- **All fingerprints for legal change of name are to be processed using the LiveScan system.**
- For new name, hyphens and single letter initials are to be entered into the screens in the same way that the client wants to have them shown on their Change of Name Certificate or new Birth Certificate.
- Any double last names need to be entered on the Surname field whether there is a hyphen or not.
- Never abbreviate a name.
- If the name includes more than four given names, include the additional names in the Given Name 4 tab.

**NOTE: CCRTIS Reports that do not include Criminal Record Check Results will be rejected. Always check for correct spelling of names of applicant before proceeding with the process so the client does not have to visit the office again.**

If a client must return due to incorrect data entry, you may have to waive any additional fees to the client.

## Fees Required

The following fees may apply to your Change of Name application:

<b>Change of Name Application Fee</b> (includes one Change of Name Certificate)	\$165.70
<b>Fee for each additional person(s)</b> contained on the Change of Name application, for example spouse's and/or children's names changed	\$24.95 /record
<b>Short Form Birth Certificate</b> (if born in Nova Scotia)	\$33.00
<b>Long Form Birth Certificate</b> (if born in Nova Scotia)	\$39.90
<b>Marriage Certificate</b> (if event occurred in Nova Scotia)	\$33.00
<b>Photographic Print of Marriage Registration</b> (if event occurred in Nova Scotia)	\$39.90
<b>Domestic Partnership Certificate</b> (if registered in Nova Scotia)	\$33.00
<b>Photographic Print of Domestic Partnership Registration</b> (if registered in Nova Scotia)	\$39.90
<b>Additional Change of Name Certificates</b>	\$18.65
<b>Optional courier fee -</b> This fee provides expedited shipping of certificate(s)	
<b>The certificate processing time is not expedited.</b>	\$20.00
Fees to amend records for events that have taken place in Nova Scotia. A fee will be charged for each record that will need to be amended (ex, marriage, child's birth record) not pertaining to the change of name itself.	\$24.95 /record

You can expect to pay for **fingerprinting services/criminal record check services**. Check with the fingerprinting agency for current fees.

You may need to pay to have **signatures witnessed** by a person authorized to take sworn statements on pages 13, 16 and 17. Commissioner of Oaths are available at the Vital Statistics office without charge.

**NOTE: Certificates are required for birth and marriages outside of Nova Scotia.**

If you need to order these from the issuing jurisdiction, you may be charged a fee.

Legal change of name applications can be mailed or submitted in the secure drop box outside the Vital Statistics office. You can also **make an appointment at our office** where you can pay in person, have your signature witnessed and have your application reviewed for completeness.

If you are submitting your application by mail or drop box, fees are payable to the Minister of Finance. Payment methods accepted:

- cheque
- money order
- credit card – Visa, MasterCard, Discover or American Express (include the name of the cardholder that appears on the card, mailing address, signature, credit card number and expiry date)

If you are submitting your application in person, at an appointment, cash and debit payments are also accepted, along with the payment methods above.

If you make an in-person appointment and will have your signature witnessed during the appointment, please do not sign the document before the appointment. The Commissioner of Oaths must be present to check your ID and see you sign the document. Vital Statistics does not charge a fee to have your signature witnessed.

# Change of Name Application Form

## Change of Name Application

'Applicant' refers to the person completing this request. Print clearly in blue or black ink.

### Payment and Delivery Information

1. Last name of applicant	2. First name of applicant <input type="checkbox"/> N/A
3. Applicant's mailing address (PO box, rural route, street address): city/town, province/state, country	
4. Postal code	
5. Applicant's civic address (if different from above): street address, city/town, province/state, country	
6. Postal code	
7. Applicant's daytime telephone number	8. Applicant's email address

### 9. Payment type

- |  |                                   |  |
|--|-----------------------------------|--|
| <input type="radio"/> Cash (in person at counter only)       | <input type="radio"/> Cheque      | <input type="radio"/> Visa             |
| <input type="radio"/> Debit card (in person at counter only) | <input type="radio"/> Money Order | <input type="radio"/> MasterCard       |
|  |                                   | <input type="radio"/> American Express |
|  |                                   | <input type="radio"/> Discover         |

Optional courier fee \$20.00 – This fee provides expedited shipping of certificate(s). **The certificate processing time is not expedited.**

### 10. Payor information - complete section below

Name as shown on credit card, debit card, cheque or money order
Mailing address (if different than applicant above)
Signature of payor

Credit card information to be removed as soon as the credit card payment is processed and the approval number received.

For Office Use Only

### Credit Card Information

**Do not provide credit card number and expiry date if payment is in person at counter.**

Credit card number	Expiry date
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# Change of Name Application Form



**NOTE:** Certificates can only be issued for events that occurred in Nova Scotia.

## Order Form

### 11. Type of certificate and quantity requested:

<b>Name</b>					
<b>Quantity</b>	<b>Type of Certificate</b>	With Sex Indicator Shown?		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> _____	Short Form Birth Certificate	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> _____	Long Form Birth Certificate	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> _____	Duplicate Change of Name Certificate				
<input type="checkbox"/> _____	Marriage Certificate				
<input type="checkbox"/> _____	Photographic Print of Marriage Registration				
<input type="checkbox"/> _____	Domestic Partnership Certificate				
<input type="checkbox"/> _____	Photographic Print of Domestic Partnership Registration				
<b>Name of Spouse</b>					
<input type="checkbox"/> _____	Short Form Birth Certificate	With Sex Indicator Shown?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> _____	Long Form Birth Certificate	With Sex Indicator Shown?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> _____	Duplicate Change of Name				
<b>Name of Child</b>					
<input type="checkbox"/> _____	Short Form Birth Certificate	With Sex Indicator Shown?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> _____	Long Form Birth Certificate	With Sex Indicator Shown?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> _____	Duplicate Change of Name				
<b>Name of Child</b>					
<input type="checkbox"/> _____	Short Form Birth Certificate	With Sex Indicator Shown?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> _____	Long Form Birth Certificate	With Sex Indicator Shown?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<input type="checkbox"/> _____	Duplicate Change of Name				
<b>If any additional names are to be changed and certificates are requested, attach a separate sheet.</b>					
<b>Disclaimer:</b> The Government of Nova Scotia cannot guarantee that a Certificate with a sex indicator of X or a Birth Certificate with no sex indicator displayed will be accepted by organizations in Nova Scotia or other provincial or federal organizations.					

## Publication Consent

Under the Change of Name Act, the Deputy Registrar General must publish notification of each change of name processed by Vital Statistics online in the *Royal Gazette*. However, in some cases, the Deputy Registrar General may dispense with publication. For example, if the applicant would be unduly prejudiced or embarrassed by the publication.

If you have a good reason for not wanting your change of name to be published, write to the Deputy Registrar General stating your reason. The Deputy Registrar General will review your request and advise you of the decision.

The Deputy Registrar General may dispense with publication of notice of the certificate if, in the Deputy Registrar General's opinion,

- (a) the applicant would be unduly prejudiced or embarrassed by the publication
- (b) the change of name applied for is of a minor character (eg. MacDonald to McDonald)
- (c) the applicant has been commonly known under the name applied for and granted
- (d) the publication is not in the public interest. R.S., c. 66, s. 16; 2011, c. 37, s. 6

**If you do not wish to have your publication waived, please sign below.**

I have attached a letter to the Deputy Register General requesting that publication be waived.

**I acknowledge that upon approval of this change of name application, the following information will be published online for each person whose name has been changed:**

- Date and time of approval
- Current name
- New name
- Year of birth
- Place of birth

Applicant's current name \_\_\_\_\_

Applicant's signature (current name) \_\_\_\_\_

# Change of Name Application Form



## Change of Name Application (Continued)

'Applicant' refers to the person completing this request.

### Applicant Information

#### Applicant's Name on current birth documents or if born outside of Canada, as stated on immigration documents

12. Last name	13. First name <input type="checkbox"/> N/A
14. Second name <input type="checkbox"/> N/A	15. Any other given names in order <input type="checkbox"/> N/A

#### Applicant's Current Name presently known as, if different from above

16. Last name	17. First name <input type="checkbox"/> N/A
18. Second name <input type="checkbox"/> N/A	19. Any other given names in order <input type="checkbox"/> N/A

#### Applicant's Birth Information (if born outside of Canada, as stated on immigration documents)

20. Date of birth: Month (by name) [select]	Day [select]	Year [select]	21. Sex <input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> X
22. Birth place: city/town, province/state, country			

#### Applicant's Parent's name and place of birth on current birth documents

23. Last name	24. First name <input type="checkbox"/> N/A
25. Second name <input type="checkbox"/> N/A	26. Any other given names in order <input type="checkbox"/> N/A
27. Birth place: city/town, province/state, country	

#### Applicant's Parent's name and place of birth on current birth documents (If not on Birth Registration leave blank)

28. Last name	29. First name <input type="checkbox"/> N/A
30. Second name <input type="checkbox"/> N/A	31. Any other given names in order <input type="checkbox"/> N/A
32. Birth place: city/town, province/state, country	

### Applicant's Place of Residence

33. Current civic address: street address, city/town, province/state, country	34. Postal code
35. From Month (by name) [select]	Year [select]

Registration number (For Office Use Only)

# Change of Name Application Form



## Applicant Information continued

36. Prior civic address, if within the last three (3) months: street address, city/town, province/state, country

37. Postal code

38. From Month (by name) [select]

Year [select]

39. To Month (by name) [select]

Year [select]

## Whose name is to be changed?

40.  Self (Box 41-55)  Spouse/Partner (Box 56-81)  Child (15 years of age and younger) (Box 82-110)

**Applicant's New Name –** State name to be shown on the Birth Registration or immigration documents

If ONLY child/children's name is being changed, go to page 15

41. Last name

42. First name  N/A

Ryan

43. Second name  N/A

44. Any other given names in order  N/A

45. What is the reason for the name change?

## Applicant's Previous Change(s) of Name

46. Have you had any **PREVIOUS** name changes under change of name legislation?

(NOTE: This does not include last name assumed on marriage or a name change due to adoption or other birth re-registration)

Yes  No

47. If yes, give details: **Name change from:**

Last name

First name  N/A

Second name  N/A

Any other given names in order  N/A

### Name changed to:

Last name

First name  N/A

Second name  N/A

Any other given names in order  N/A

48. Date of legal name change Month (by name) [select]

Day [select]

Year [select]

49. Place of legal name change: city/town, province/state, country

50. **Name change from:**

Last name

First name  N/A

Second name  N/A

All other given names in order  N/A

# Change of Name Application Form



## Previous Change(s) of Name continued

### Name changed to:

Last name	First name <input type="checkbox"/> N/A		
Second name <input type="checkbox"/> N/A	All other given names in order <input type="checkbox"/> N/A		
51. Date of legal name change	Month (by name) [select]	Day [select]	Year [select]
52. Place of legal name change: city/town, province/state, country			

## Marriage/Partnership Status

If you were married outside of Nova Scotia (but within Canada) and you are changing your name, submit an original Marriage Certificate from the province in which you were married. If you were married outside of Canada, a certified copy of the Marriage Certificate is acceptable (official translation into English required, if necessary)

53. Marital status	<input type="checkbox"/> Never married or in a domestic partnership <b>Go to Box 82</b> <input type="checkbox"/> Married <input type="checkbox"/> Domestic partnership (in Nova Scotia)	<input type="checkbox"/> Divorced	<input type="checkbox"/> Widowed
54. Date of marriage or domestic partnership	Month (by name) [select]	Day [select]	Year [select]
55. Place of marriage/domestic partnership: city/town, province/state, country			

## Spouse/Partner Information

56. Last name	57. First name <input type="checkbox"/> N/A
58. Second name <input type="checkbox"/> N/A	59. Any other given names in order <input type="checkbox"/> N/A

### Spouse's/Partner's current name - presently known as, if different from above

60. Last name	61. First name <input type="checkbox"/> N/A
62. Second name <input type="checkbox"/> N/A	63. Any other given names in order <input type="checkbox"/> N/A

### Spouse's/Partner's birth information or if born outside of Canada, as stated on immigration documents

64. Date of birth Month (by name) [select]	Day [select]	Year [select]	65. Sex <input type="checkbox"/> M <input type="checkbox"/> F <input checked="" type="checkbox"/> X
66. Birth place: city/town, province/state, country			
67. Current civic address: street address, city/town, province/state, country		68. Postal code	
69. or <input type="checkbox"/> Deceased – Proof of death may be required if death occurred outside of Nova Scotia.			

Registration number (For Office Use Only)

# Change of Name Application Form



## Spouse/Partner Information continued

Boxes 70 to 81 are only required if you are married and both you and your spouse/partner are applying to change your names.  
If spouse/partner is not changing their name, go to page 15

**Spouse/Partner is changing name – New name** - state names to be shown on the Birth Registration  
**OR if born outside of Canada**, to be stated on immigration documents

70. Last name	71. First name <input type="checkbox"/> N/A
72. Second name <input type="checkbox"/> N/A	73. Any other given names in order <input type="checkbox"/> N/A
74. What is the reason for the name change?	

## Previous Change(s) of Name (Spouse/Partner)

75. Has this person had any PREVIOUS name changes under change of name legislation?

(NOTE: This does not include last name assumed on marriage or a name change due to adoption or other birth re-registration)  Yes  No

76. If yes, give details: **Name change from:**

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

### Name changed to:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

77. Date of legal name change      Month (by name) [select]      Day [select]      Year [select]

78. Place of legal name change: city/town, province/state, country

### 79. Name change from:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

### Name changed to:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

80. Date of legal name change      Month (by name) [select]      Day [select]      Year [select]

81. Place of legal name change: city/town, province/state, country

If this person has had more than two (2) prior name changes, attach an additional form.

# Change of Name Application Form



## Consent for Legal Change of Name (Spouse/Partner of applicant)

**NOTE: Declaration(s) must be signed in the presence of a person authorized to take sworn statements.**

The consent of a spouse/partner is required when a married person is changing their last name and/or a spouse/partner is changing their own name. If spouse/partner is deceased, proof of death may be required.

To the Registrar General, Province of Nova Scotia

I,

Last name

First and any other given names in order

the legal spouse/  
partner of

Current last name

Current first name and any other given names in order

hereby give consent to the proposed change of my spouse's/partner's name

To

Proposed last name

Proposed first and any other given names in order

and/or to the proposed change of my name

From

Current last name

Current first and any other given names in order

To

Proposed last name

Proposed first and any other given names in order

Current name

Signature

(current name)

Declared before me at

, in the province of

this

day of

year

Name

Signature

Commissioner of Oaths

Barrister of the Supreme Court

Notary Public

# Change of Name Application Form



## Child/Children's Information

82.  Check here if you do not have children (Go to page 18)

**Complete if you are changing your name and you have children 18 years of age and younger. This form may also be used to change the name of children 15 years of age and younger. Individuals 16 years of age and older must make their own application.**

If child/children's information is not applicable, go to page 18.

## Child A Birth Information

**Name on current birth documents** or if born outside of Canada, as stated on immigration documents

83. Last name	84. First name <input type="checkbox"/> N/A		
85. Second name <input type="checkbox"/> N/A	86. Any other given names in order <input type="checkbox"/> N/A		
87. Date of birth Month (by name) [select]	Day [select]	Year [select]	88. Sex <input type="checkbox"/> M <input type="checkbox"/> F <input type="checkbox"/> X
89. Birth place: city/town, province/state, country			

## Details

90. Is child's name to be changed?  Yes  No If no, go to Box 97. If no more children go to page 18

### 91. Name changed to:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

92. What is the reason for the name change?

## Previous Change(s) of Name (CHILD A)

93. Has this person had any PREVIOUS name changes under change of name legislation?  
(NOTE: This does not include a name change due to adoption or other birth re-registration)

Yes  No

### 94. If yes, give details: Name changed from:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

### Name changed to:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

95. Date of legal name change Month (by name) [select] Day [select] Year [select]

96. Place of legal name change: city/town, province/state, country

Registration number (For Office Use Only)

# Change of Name Application Form



## Child B Birth Information

**Name on current birth documents** or if born outside of Canada, as stated on immigration documents

97. Last name	98. First name <input type="checkbox"/> N/A		
99. Second name <input type="checkbox"/> N/A	100. Any other given names in order <input type="checkbox"/> N/A		
101. Date of birth Month (by name) [select]	Day [select]	Year [select]	102. Sex <input type="checkbox"/> M <input type="checkbox"/> F <input checked="" type="checkbox"/> X
103. Birth place: city/town, province/state, country			

## Details

104. Is child's name to be changed?  Yes  No If no more children, go to page 18.

### 105. Name changed to:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

106. What is the reason for the name change?

## Previous Change(s) of Name (CHILD B)

107. Has this person had any PREVIOUS name changes under change of name legislation?

(NOTE: This does not include last name assumed on marriage or a name change due to adoption or other birth re-registration)  Yes  No

### 108. If yes, give details: Name changed from:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

### Name changed to:

Last name	First name <input type="checkbox"/> N/A
Second name <input type="checkbox"/> N/A	Any other given names in order <input type="checkbox"/> N/A

109. Date of legal name change Month (by name) [select] Day [select] Year [select]

110. Place of legal name change: city/town, province/state, country

## Additional Child/Children Information

Complete as above, making copies as necessary, for all children

Registration number (For Office Use Only)

# Change of Name Application Form



## Consent for Legal Change of Name (CHILD)

**NOTE: Declaration(s) must be signed in the presence of a person authorized to take sworn statements.**

The consent of a parent or guardian may be required when a parent or guardian is changing the name of a child 15 years of age and younger. If more than one child is included, attach a separate consent. If other parent is deceased, proof of death may be required.

To the Registrar General, Province of Nova Scotia

I, \_\_\_\_\_

Last name

First and any other given names in order

the legal       mother/parent       father/parent

of the following child hereby give my consent to the proposed change of my child's name

From \_\_\_\_\_

Current Last name

Current first and any other given names in order

To \_\_\_\_\_

Proposed last name

Proposed first and any other given names in order

Name \_\_\_\_\_ Signature \_\_\_\_\_

Declared before me at \_\_\_\_\_, in the province of \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

Commissioner of Oaths

Barrister of the Supreme Court

Notary Public

# Change of Name Application Form



## Statutory Declaration of Applicant

**NOTE: Declaration(s) must be signed in the presence of a person authorized to take sworn statements.**

In the matter of the Change of Name Act, Chapter 6 of the Revised Statutes of Nova Scotia, 1989

I, \_\_\_\_\_

Current last name

Current first and any other given names in order

in the location of \_\_\_\_\_

City

Province/State

Country

**do solemnly declare that**

- I am the applicant in the attached application.
- I have read the application and to the best of my knowledge believe the statements made are true.
- I understand that all previously issued Nova Scotia certificates will no longer be valid upon the change of my name and that they will be cancelled.
- I understand that I must return all previously issued certificates.
- I understand that it is an offense for me or anyone else to use any certificate that has been cancelled.

Current name \_\_\_\_\_ Signature \_\_\_\_\_  
(current name)

Declared before me at \_\_\_\_\_, in the province of \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

Commissioner of Oaths

Barrister of the Supreme Court

Notary Public

## Contact Us

**General Inquiries:**

Local: (902) 424-4381

Toll free: 1-877-848-2578 (Nova Scotia only)

Fax: (902) 450-7313

**To book appointment:**

Book an appointment through our Online appointment booking platform:

<https://accessappointments.novascotia.ca/en/select-service>

**In person services location (by appointment only):**

Vital Statistics office location:

1505 Barrington Street

5S Maritime Centre

Halifax, Nova Scotia

B3J 3K5 Canada

**Hours:**

8:30 am to 4:30 pm

Monday to Friday, except holidays

**Mailing address:**

Vital Statistics

PO Box 157

Halifax, Nova Scotia

B3J 2M9 Canada

**Accessing the Change of Name Application Form Online:**

<https://beta.novascotia.ca/change-your-name-or-name-your-spouse-or-child>