



# DEPARTMENT OF JUSTICE

## APPLICATION FOR CERTIFIED COPY OF A NAME CHANGE (when name has already been changed and a copy is required)

APPLICANT DETAILS (Please use BLOCK LETTERS)

\$25.00 FEE IS TO BE PREPAID + \$12.30 FOR POST

Name of Person filling in form/Applicants Name		SIGNATURE of Person filling in form/Applicants signature	
Postal Address		Date / /	Daytime telephone No. ( )
Reason document is required		Relationship of Person filling form to person named in certificate (eg. self; mother; father )	
Certificate is to be: COLLECTED <input type="checkbox"/>		POSTED <input type="checkbox"/>	TNT OVERNIGHT SERVICE <input type="checkbox"/> LAMINATING SERVICE <input type="checkbox"/>

Old Name (Before Change)	
New Name (After Change)	
Date of Birth	
Place of Birth	
Year of Name Change	
Registration Number (if known)	

Visa      MasterCard      Cheque/Money Order      Amount to be deducted : \$ _____ Card No    _____    _____    _____    _____    Expiry Date ____ / ____ Card Holder Name (print): _____      Signature of Card Holder: _____ *American Express / Bank Card NOT ACCEPTED*
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### Office Use Only

I.D. Sighted	Date Received / /
Registration No.	Receiver's Signature
Application / Receipt No.	Certificate No.

The Registrar  
Births, Deaths & Marriages  
GPO Box 3021  
DARWIN NT 0801  
Tel. No: (08) 8999 6119  
Fax No: (08) 8999 6324

The Registrar  
Births, Deaths & Marriages  
PO Box 8043  
ALICE SPRINGS NT 0871  
Tel. No: (08) 8951 5339  
Fax No: (08) 8951 5340

Births, Deaths & Marriages  
Nichols Place  
Cnr Cavenagh & Bennett Sts  
DARWIN NT or  
Palmerston Community Care Centre or  
Palmerston Health Precinct on Guard Street  
Tuesday 8:30am to 12:30noon

Births, Deaths & Marriages  
Centre Point Building  
Gregory Terrace  
ALICE SPRINGS NT



# DEPARTMENT OF JUSTICE

## I.D. NOTICE

**This list is applicable to persons applying to the Northern Territory**  
*(for interstate applications, please contact the relevant state for ID requirements)*

It is now a requirement that all applications are supported by sufficient means of identification, therefore every person applying for either a birth, death or marriage certificate must produce I.D.

Evidence confirming identity may be in the following form.

(If **posting or faxing** an application, the identification must be an enlarged photocopy of identification certified as a true copy by a qualified person – e.g. justice of the peace, commissioner of oaths, solicitor):

<b>ID - Primary Source Acceptable By Themselves</b>	
Current Drivers Licence 18+ Card Current Passport	
<b>ID - Secondary Source Requires Any TWO Of The Following</b>	
Current Medicare Card and Current Credit Card and Citizenship Papers and Bank Account Statements/ phone/ rent/ electricity etc	Current Tax File Paper and Pensioner Concession Card Letter from Council/ Community Elder Social Security ID

Please note that access to Births, Deaths & Marriages records may be denied if a person is unable to or refuses to produce some sort of I.D.



## **AUTHORISED AGENT**

If you wish someone else to apply for a certificate on your behalf you will need to give them written authority to do so.

**\*\*\* Identification will be required from both \*\*\***

- (1) *you as applicant, and*
- (2) *your authorised agent.*

I, \_\_\_\_\_  
(Insert full name of Applicant)

Of \_\_\_\_\_  
(Insert address of Applicant)

Hereby authorise \_\_\_\_\_  
(Insert name of person who you are allowing to apply for the certificate)

To apply for my \_\_\_\_\_  
(Insert type of certificate required e.g. birth / death / marriage)

Who is my \_\_\_\_\_  
(Insert your relationship to the person named on the certificate e.g. self / son / daughter / parent)

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_