

## Change of Name by Statutory Declaration

### *Use this form:*

- If you are the person whose name is to be changed and are aged 18 or more, or
- If you are aged 18 or under and are to have been married

### *Endorsement of marriage entry*

While you are married, or if your spouse has died, you can have your change of name details recorded on your marriage entry where your marriage was solemnised in New Zealand. This requires a fee additional to the change of name fee, to be paid.

### *What you have to do*

You, as the person whose name is to be changed, should give all the information asked for on the form about yourself.

Before you sign you should wait until you are in front of a witness, who must be one of the people listed as able to witness such a declaration.

- Solicitor
- Registrar of Births
- Justice of the Peace
- Government officer duly authorised to take and receive statutory declarations
- Notary Public

You must send to the Births, Deaths & Marriages Central Registry:

- this form properly signed and witnessed
- a full birth certificate or some other evidence that will satisfy the Registrar-General of the date and place of your birth; and
- the required fee

### *Where to send the form, evidence of birth date and fee*

The Births, Deaths & Marriages Central Registry  
P O Box 31-115  
Lower Hutt  
New Zealand

If you have any problems with filling in the form or having it witnessed, contact a Registrar of Births or consult your legal adviser.

### *Certified Copies*

Certified photocopies of this declaration can be made available after registration.  
To enable a quality copy, the form should be completed neatly.

**This form is lodged under the provisions of the Births, Deaths and Marriages Registration Act 1995. A copy of this form is available to any person on request. The old names and new names will be included in a national index of changes of name.**

**The original of this form is held at the Central Registry office. It may be transferred to National Archives for retention.**

# Change of Name by Statutory Declaration

## PERSON WHOSE NAME IS TO BE CHANGED

Please print clearly. Tick circles like this

Current name

First or given name(s)

Surname or family name

Name at birth  
(if different from above)

First or given name(s)

Surname or family name

Date of birth

day

month

year

Place of birth

City or Town

Country (if not New Zealand)

Home address

Usual occupation,  
profession or job

## LEGALLY MARRIED

If you are not legally married,  
then you do not have to fill in  
this panel.

If you are legally married,  
then answer the questions  
in this panel.

If you have been married more  
than once, just answer for your  
most recent marriage.

Were you married in New Zealand?

**No** ➤ Go to next panel

**Yes** ➤ Please answer the next question

Do you want the name change added to the record of your marriage?

**No** ➤ Go to next panel

**Yes** ➤ Please answer the next question

Name of spouse at time of marriage

First or given name(s)

Surname or family name

Date of marriage

day

month

year

Place of marriage

City or Town

Country (if not New Zealand)

## NEW NAME

What will your new name be

First or given name(s)

Surname or family name

Read the statements A and B and put a tick in the circle of the statement that is true and correct

- A  I intend to abandon the names most recently included in my birth registration and adopt my new name  
 or  
 B  I have previously abandoned the names most recently included in my birth registration and have adopted my new name

### DECLARATION BEFORE A WITNESS

Do not sign until you are in front of a witness

On the front cover there is a list of people who can witness for you

I make this solemn declaration, conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957

Declared at

this day of

Place

Day, month and year

Sign with new name

by

Signature of person making the declaration

before me

Signature of person witnessing the declaration

Qualification of person witnessing the declaration (e.g. Registrar of Births, Solicitor, Justice or the Peace)

What do you want the Central Registry to do with the birth certificate or other evidence you are enclosing with this declaration

- Return it to me by mail  
 Destroy it

Contact telephone number where the Central Registry can contact you during working hours if there are any questions about this declaration

Telephone number

### For Office Use Only

BE	of		APPROVED. Date	
AT			Registrar General	
Folio No			Endorsement Signed	
1. Statutory Declaration Checked		<input type="checkbox"/>	8. Applicant Advised	<input type="checkbox"/>
2. Satisfactory Identification Attached		<input type="checkbox"/>	9. Certificates Sent	<input type="checkbox"/>
3. Re-indexed/Backdated Schedule Completed		<input type="checkbox"/>	10. Registrar of Electors Advised	<input type="checkbox"/>
4. Birth Registration Endorsed		<input type="checkbox"/>	11. Birth Certificate Returned/Destroyed	<input type="checkbox"/>
5. Registrar Advised to Endorse Original Entry		<input type="checkbox"/>	12. Documents to be Issued	<input type="checkbox"/>
6. Marriage Registration Endorsed		<input type="checkbox"/>	Birth Certificate	<input type="checkbox"/>
7. Registrar Advised to Endorse Marriage		<input type="checkbox"/>	Certified Copy of Declaration	<input type="checkbox"/>