

Certificate entitlement

This application form can only be used if the birth occurred in NSW. If you are the person to be named on the certificate, or a parent of the person to be named on the certificate, the birth certificate can be issued to you.

If you **DO** meet the above criteria, you must provide:

- Three forms of your own ID (see below).

If you **DON'T** meet the above criteria, you must provide:

- A letter giving permission from the person named on the certificate or their parent. Please include their address, daytime telephone number and signature.
- Three forms of ID from the person giving permission (see below).
- Three forms of your own ID (see below).

Identification (ID)

Please provide at least three forms of ID, one of each from categories 1, 2 and 3. If you are unable to provide ID from categories 1 and 2, you must still provide at least three forms of ID. At least two of these must be from category 3.

All documents except foreign passports must be current.

Category 1

If born in Australia:

- An Australian birth certificate

Record of immigration status:

- Citizenship certificate
- New Zealand citizenship certificate
- New Zealand birth certificate

Category 2

- Australian driver's licence
- Australian passport
- Firearms licence
- Foreign passport
- Proof of age card

Category 3

- Medicare card
- Credit or debit card
- Centrelink or Department of Veterans Affairs card
- Security guard/ Crowd control licence
- Tertiary education institution ID card

Category 4

- Recent utility account with current residential address

Disclosure of information

When you complete this application form, understand that you have consented to the release of information provided, to those agencies who may be able to validate the information in support of your application. More information: www.bdm.nsw.gov.au

Your right to privacy

To protect your privacy, the Registry requires proof of your identity. In line with the *NSW Births, Deaths and Marriages Registration Act 1995* and the *Privacy and Personal Information Protection Act 1998*, the Registry collects information to determine your eligibility to obtain a certificate and to prevent fraud. Information may be used for statistical purposes and by law enforcement agencies, and other uses by law. Please read the policy on our website:

Your Right to Privacy.

Commemorative certificates

Capture the joy and excitement of a new birth or celebrate a birth from many years ago with a special commemorative birth certificate.

With each order for a commemorative birth certificate package, you will receive a standard birth certificate that you can use for official purposes. Commemorative birth certificates do not contain security features and organisations may not accept them as a proof of identity document. See separate Fees for Products and Services flyer.



Fauna



Be Blessed



Spirit Baby



Handprint Blue
(also available in pink)



Feet



Standard

Commemorative certificates come in a framing size of 279mm x 355mm. They are beautifully presented, wrapped in tissue paper and packed in a protective cylinder. The standard certificate is A4 size (210mm x 297mm).

Lodging by post

GPO Box 30
SYDNEY
NSW 2001

Lodging in person

View options at our website:
www.bdm.nsw.gov.au
Phone: 13 77 88 NRS: 1300 555 727

Birth Certificate Application



Cover Artwork 'Be Blessed - to everytime there is a season' created by Dianne Ussher.



Justice

Registry of Births
Deaths & Marriages

Birth Certificate Application

NSW Registry of Births Deaths & Marriages ABN 30 854 211 521 GPO Box 30 Sydney NSW 2001 Tel: 13 77 88

Your certificate will be mailed to you if your application was received by post and will incur a postage and handling fee.

PRINT clearly in BLACK pen and complete all details.

Do you require Priority processing of your application? Yes Fee applies, see separate 'Fees for Products and Services' flyer.

Please select certificate and quantity you wish to receive e.g.

International Express Post

Standard birth certificate

★ **Commemorative package** (includes a Standard birth certificate) Fauna Be Blessed Spirit Baby Handprint blue Handprint pink Feet

Reason certificate is required (e.g. passport, school)

Your relationship to the registered person (e.g. self, daughter)

APPLICANT'S DETAILS (details of person completing this form). Please provide copies of at least three (3) forms of current identification with your application.

Family name

First given name Other given name(s)

Company name (if applicable) Company reference number (if applicable)

Address Suburb/Town/City

State/Territory Postcode Country

Delivery address (if different from above) Suburb/Town/City

State/Territory Postcode Country

Contact number Email address

Signature of applicant

I certify that I understand the provisions overpage on **Identification, Privacy & Disclosure** and that the information I have provided is true and correct.

DETAILS OF BIRTH CERTIFICATE REQUIRED

Date of birth* Present age Registration number (if known)

*If date unknown, period to be searched: From To

Names of registered person

Family name Family name at birth

First given name Other given name(s)

Place of birth (Suburb/Town/City)

Parent 1 details

Family name (Current) Family name at birth

First given name Other given name(s)

Parent 2 details

Family name (Current) Family name at birth

First given name Other given name(s)

PAYMENT DETAILS (complete this section for mail applications only). For schedule of fees, see Fees for Product and Services flyer.

Total Amount \$ Please debit my: AMEX MasterCard Visa OR Enclosed is a cheque*/money order

Card number

Name of cardholder Expiry date

Signature of cardholder

*Cheques payable to the **NSW Registry of Births Deaths & Marriages** Personal/company cheques are not accepted for urgent applications.

OFFICE USE ONLY

Identification

Date Issued



Justice
Registry of Births
Deaths & Marriages