

Birth Certificate Application



Justice
Registry of Births
Deaths & Marriages

Use this form to apply for:

- a standard birth certificate, or
- a standard birth certificate with commemorative certificate/s, or
- a commemorative birth certificate on its own.

See website for fees and turnaround times.

Certificate entitlement

This application form is for a birth that occurred in, or was registered in NSW. If you are the person named on the certificate, or a parent of the person named on the certificate, the birth certificate can be issued to you.

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

- Three types of your own ID (see right).

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

- A "Letter of Authority giving permission to apply" available on our website: www.bdm.nsw.gov.au
- Three types of ID from the person giving permission (see right).
- Three types of your own ID (see right).

Your Right to Privacy

When you apply, you consent to the release of information provided, to those agencies who may be able to validate it. Please read Your Right to Privacy Policy at www.bdm.nsw.gov.au

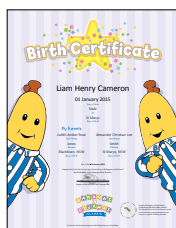
Fax information to a Passports office

Select this option to send your certificate if you have made prior arrangements with the Australian Passport office, consulate or embassy. This only applies to standard certificates, not commemoratives. Fee applies, see www.bdm.nsw.gov.au

Commemorative birth certificates



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BANANAS IN PYJAMAS 1



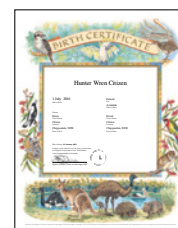
PEACEFUL



AMONGST THE FLOWERS



BE BLESSED



FAUNA



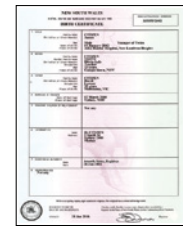
RABBITOHS

Capture the joy of a new birth, or celebrate a birth from many years ago with a commemorative birth certificate. When you complete this form, choose a standard birth certificate only, a commemorative only, or both together.

All commemorative birth certificates come in a popular framing size (279mm x 355mm) and are mailed separately to the standard certificate (A4 size).

Commemorative certificates do not contain security features and organisations may not accept them as proof of identity. You may need a standard birth certificate for official purposes (e.g. to apply for a driver licence). See www.bdm.nsw.gov.au for all the latest designs.

A standard birth certificate is an official certified copy of the registration data held by the Registry, and is commonly used to help establish a person's identity.



STANDARD BIRTH CERTIFICATE (A4 SIZE)

Identification (ID)

Please provide at least three types 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 types 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 (issued within last three months)

If your name has changed you may be asked to show proof (e.g. marriage certificate, change of name certificate or deed poll).

Online

You can lodge this application online at:
www.bdm.nsw.gov.au

Lodging in person

Registry office locations
Monday to Friday 8am–4.30pm

- 35 Regent St, Chippendale
- 160 Marsden St, Parramatta

or at Service NSW service centres
www.service.nsw.gov.au

Lodging by post

GPO Box 30
SYDNEY
NSW 2001

Phone: 13 77 88

Service NSW
Monday to Friday (7am–7pm)
Hearing/Speech impaired

- TTY/Voice Call 133 677
- NRS 1300 555 727

Translating and Interpreting

- TIS National 131 450

Birth Certificate Application

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



Justice
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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 www.bdm.nsw.gov.au

Would you like us to fax your certificate* to an Australian passport office/DFAT office? Yes Fee applies, see www.bdm.nsw.gov.au

Passport/DFAT office name & location:

* Only applies to standard certificates, not to commemoratives

Please select quantity of standard birth certificate/s you wish to receive e.g. 1 certificate/s. International Registered Post

★ Select design and quantity of commemorative certificates you wish to receive e.g. 1 certificate/s. Describe the commemorative(s) you require:
e.g. '1 Fauna, and 1 NRL Sharks'

Reason certificate is required Your relationship to the registered person

DETAILS OF PERSON COMPLETING THIS FORM. Please provide copies of at least three types of current ID with your application.

Family name

First given name Other given name/s

Company name (If applicable) Company reference number (If applicable)

Current address Suburb/Town

State/Territory Postcode Country

Postal address (if different from above) Suburb/Town

State/Territory Postcode Country

Phone number Email address

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

DETAILS OF BIRTH CERTIFICATE REQUIRED (This person must have been born or adopted in NSW)

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). Please refer to www.bdm.nsw.gov.au for fees.

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

Card number *Cheques payable to NSW Registry of Births Deaths & Marriages (Non Priority only)

Name of cardholder Expiry date

Signature of cardholder A surcharge applies to credit card payments at the rate of 1.4% for AMEX and 0.4% for Mastercard or Visa.