



Read these instructions carefully before filling out this application. Applications cannot be processed until **ALL** required documentation is submitted. A legal change of name takes **at least 6 to 8 weeks to process**. Applications submitted with **incomplete forms or missing documentation take significantly longer**.



Newly married? You do not need to complete a legal change of name to use your spouse's surname (last name). Section 3 of the *Name Act* allows you to assume your spouse's surname upon marriage. Your marriage certificate is the legal document that provides proof of your right to assume your spouse's surname.

Are there situations when I should legally change my surname after marriage?

- Yes, if you want to update your immigration or citizenship documents to reflect a new name or a married surname.

Take into consideration that if you were born in B.C., changing your surname legally will change your surname on your birth certificate and your current marriage certificate. If you were born or married outside of B.C. but within Canada, contact your birth/marriage province to find out how it will affect your records.

How to Fill Out the Application for Change of Name

1 ELIGIBILITY - Eligible applicants are:

1. Age 19 or older. **Note** - If you are under 19 but are a parent with custody of your child, you may apply to change your name or that of your child, without consent from your parent(s).
2. Changing their own name, or are a parent changing the name of their minor child(ren) (18 years of age or younger).
3. Currently living in B.C. and have done so for at least three months immediately prior to the date of application.

2 COMPLETING THIS FORM

Select the pages you need to complete using the table below as a guide. If you fill out the form by hand, print clearly and use black or blue ink only. Applications completed with pencil will not be accepted. If you are including more than one child in your application, photocopy or print additional copies of applicable pages in Part 2.

If you are...	
An adult (19 years of age or older) changing your name only	<ul style="list-style-type: none"> • Part 1A (pg 5) and Part 1B (pg 6). • Fees section (pg 3). • Search Application (pg 4) only if missing a B.C. birth or marriage document.
A parent changing BOTH your name AND the name of your child(ren) who is/are 18 years of age or younger	<ul style="list-style-type: none"> • Part 1A (pg 5) and Part 1B (pg 6) with your information - not your child's. • Part 2A and 2B (pg 7-8). Complete a separate Part 2A and 2B for each child included in the change of name application. • Pages 9 and 10 (if you are requesting a waiver of parental consent). • Fees section (pg 3). • Search Application (pg 4) only if missing a B.C. birth or marriage document.
A parent and are NOT changing your own name, but ARE changing the name of your child(ren) who is/are 18 years of age or younger	<ul style="list-style-type: none"> • Part 1A (pg 5) and Part 1B (pg 6) with your information - not your child's. • Part 2A and 2B (pg 7-8). Complete a separate Part 2A and 2B for each child included in the change of name application. • Pages 9 and 10 (if you are requesting a waiver of parental consent). • Fees section (pg 3). • Search Application (pg 4) only if missing a B.C. birth document.

How do I get a certified copy of a document?



Take the original document to an authorized person listed in step 4 on page 3. The authorized person will photocopy the original, then certify that it is a copy of the original document by stamping and signing it. **(For a fee of \$17, the Vital Statistics Vancouver office located at 250-605 Robson Street will witness your signature on the statutory declaration and certify any original documents that are required to be submitted with your application.)**

TIP: The same person who witnesses your signature on the statutory declaration(s) required for your application can provide you with certified copies. **Signatures and certified copies are valid for six months only.**

3 SUPPORTING DOCUMENTS

Submit **ALL** the supporting documentation that applies to your situation.

TIP: Highlight or put a check mark next to documents that you need to include with your application.

If you are an adult changing your own name and you...	Submit...
Were born in Canada	All original birth certificates with a registration number.
Were born outside of Canada	Certified copies of BOTH sides of your MOST RECENTLY ISSUED Permanent Resident Card or Canadian Citizenship Card/Certificate.
Have changed your name before	All original Canadian change of name certificates.
Got married in British Columbia (not applicable if divorced or widowed)	All original British Columbia marriage certificates with a registration number or a photocopy if the marriage certificate already lists the exact proposed name. NOTE - We CANNOT accept commemorative certificates, marriage licences, or certificates issued by a church.
Got married in another Canadian province (not including B.C.)	A photocopy of a marriage certificate is only required if it explains the use of a surname on a document submitted or written on your application.
Got married outside of Canada	A photocopy of a marriage certificate is only required if it explains the use of a surname on a document submitted or written on your application.
For all adult applicants	A photocopy of the receipt provided by the official who took your fingerprints electronically. The date on the receipt must be within 30 days of the date your application is received in our office. A photocopy of your picture ID.

If you are a parent changing the name of your child(ren)...	Submit...
And the child(ren) was/were born in Canada	All original birth certificates with a registration number and showing parentage.
And the child(ren) was/were born outside of Canada	Certified copies of the following: <ul style="list-style-type: none"> BOTH sides of each child's MOST RECENTLY ISSUED Permanent Resident Card or Canadian Citizenship Card/Certificate. Birth certificate or adoption papers from the country of birth showing parentage. Provide certified English translations if these are not in English.
Have documents that are not in English	Certified English translation of the documents.
And the name either parent uses now is different from the one listed on your child(ren)'s birth certificate	Documentation showing how you came to have your current name. (i.e. marriage certificates, change of name certificates, letter of explanation.)
And you are married	A photocopy of your marriage certificate.
Have changed the name of your child(ren) before	All original Canadian change of name certificates.
For each child 12 to 18 years of age	A letter handwritten in ink by your child(ren) providing his/her reasons for wanting a change of name. Have each child sign and date his/her letter. Each child 12-18 must also sign in Part 2A - Child's Consent.
All parents	A photocopy of picture ID (e.g. driver's licence) for all parents listed on each child's birth registration showing their current addresses. The applicant's address must match the residential address on Part 1A (page 5).



Important Information for Parents Changing the Name of Children (18 or Younger)

Who Can Apply as a Parent?

A person who is legally documented on a birth certificate as a parent of the child. Legal guardianship is not sufficient.

Consent of the Other Parent/Guardian(s) When Changing the Name of Children 18 Years of Age and Younger

If the other parent/guardian(s) will not or cannot provide consent, you must request that Vital Statistics waive their consent. Review *Obtaining a Waiver of Parental Consent* on pages 9 and 10 for information about requesting a waiver.

4 STATUTORY DECLARATION

Sign the statutory declaration(s) in front of one of the authorized persons listed below:

- Individual appointed by the Attorney General as a commissioner for taking affidavits
- Practicing lawyer or articulated law student
- Notary public

Note - These individuals charge for their services and their fees can vary. (For a fee of \$17, the Vital Statistics Vancouver office located at 250-605 Robson Street will witness your signature on the statutory declaration and certify any original documents that are required to be submitted with your application.) All applicants must sign the statutory declaration on page 6 **at the same time as it is certified**. Dates signed must match. **Any parent applicant using the statutory declaration on page 9 must also sign at the same time that it is certified.** *Statutory declarations are valid for six months only.*

5 FINGERPRINTING

Anyone who is **BOTH** 18 years of age or older **AND** changing his or her name must have fingerprints taken as part of a criminal record check - *Name Act* (RSBC 1996 c. 328). **PARENTS** - If you are changing the name of your child(ren) only and not your own name, you do **NOT** need to get your fingerprints taken.

Where can I have my electronic fingerprints taken?

- Most RCMP detachments
- Vancouver Police
- Victoria Police
- Any RCMP-accredited fingerprinting company or its affiliate who submit fingerprints electronically for the purposes of criminal record checks. For a list of accredited companies, visit: <http://www.rcmp.gc.ca/en/where-do-get-a-criminal-record-check>.

What do I submit with my Change of Name Application?

Fingerprinting officials collect a fee for taking fingerprints in addition to the criminal record check fee of \$25, and will provide you with a receipt for your payment. Include a **photocopy of the original receipt** given with your application.

Important Notes

- Fingerprints are only used for the purpose required by the *Name Act* and confirmation of the criminal record check should be *returned to the applicant directly* from the RCMP.
- **Do NOT send Vital Statistics a copy of your fingerprints or criminal record check results.**
- The date on the receipt must be **within 30 days of the date your application is received** in our office.

6 PAYMENT & FEES

Submit payment for your application **in Canadian funds** using the table below to calculate the amount owed. Fees below do not include the cost of obtaining certified copies or translations, having your signature witnessed on a statutory declaration, or replacing documents following the change of name.

<input type="checkbox"/> Adult (19 years of age or older)	\$137 Name Change Fee
<input type="checkbox"/> Adult (19 years of age or older) with dependent child (18 years old or younger)	\$137 Name Change Fee \$ 27 For each child
<input type="checkbox"/> Child only (18 years of age or younger)	\$137 Name Change Fee for first or only child \$ 27 For each additional child
<input type="checkbox"/> Birth Search (Fill out application on page 4.)	\$ 27 For each search (B.C. events only)
<input type="checkbox"/> Marriage Search (Fill out application on page 4.)	\$ 27 For each search (B.C. events only)

Payment Method:

- Certified Cheque (No personal or postdated cheques) Money Order Visa MasterCard American Express

Amount Enclosed:

\$

Interac/Cash payment may be made in person at any Service BC office and at the **Vancouver** Vital Statistics office at 250-605 Robson Street, Vancouver. If paying by certified cheque or money order, make payable to the **Minister of Finance**.

X

Card holder signature

PRINT card holder name as shown on credit card

Note: Credit card information is not retained. Upon authorization of the payment request, all credit card information is destroyed.

Credit Card #

Expiry date

Applications missing information or documentation are held for 90 days. If you do not respond to a request for information within 90 days, your file will be cancelled and the fee of \$137 will be retained to cover the administrative costs.

7 SUBMIT YOUR APPLICATION

Place **all** documentation and the completed application into a suitably-sized envelope and submit it with payment in person at a Service BC office (Visit <http://www.servicebc.gov.bc.ca> to find your nearest Service BC location.) or by mail to the address below:

Vital Statistics Agency
ATTN: CONFIDENTIAL SERVICES
PO Box 9657 Stn Prov Govt
Victoria BC V8W 9P3

NOTE: Applications and payment may also be submitted at the Vital Statistics **Vancouver** office located at 250-605 Robson Street.

Search Applications for Birth or Marriage Events that Occurred in British Columbia

If you do not have an original birth or marriage certificate to submit with your Application for Change of Name, you can request that Vital Statistics search for the event instead of ordering the certificate **if the birth and/or marriage occurred in British Columbia**. Simply fill out the application(s) below and then check the box(es) beside Search Fee \$27 when completing the Application for Change of Name. **Include \$27 for each search** requested when you are submitting your application.



If you need Vital Statistics to search BIRTH events for several people in a family (e.g. Mom, plus one or more children), photocopy or print additional copies of this page. A search application must be completed for each person requiring a search for a BIRTH event.

Please search for the following BIRTH event that occurred in British Columbia:

Full name of person named in birth event, as listed at time of birth or following a previous change of name (NOT a married surname)										
Surname (Last Name)			First Name				Middle Name(s)			
Date of Birth		Month (e.g. Feb)	Day	Year	Place of Birth	City/Town/Village		Province BRITISH COLUMBIA	Sex	
FATHER/ PARENT INFO	Surname (Last Name)			First Name				Middle Name(s)		
	Birthplace (City, Province/State, Country)									
MOTHER/ PARENT INFO	Surname (Last Name) as listed on current birth or change of name certificate			First Name				Middle Name(s)		
	Birthplace (City, Province/State, Country)									

Please search for the following MARRIAGE event that occurred in British Columbia:

Date of Marriage		Month (e.g. Feb)	Day	Year	Place of Marriage	City/Town/Village		Province BRITISH COLUMBIA	
Provide your SPOUSE'S information below:									
Spouse's Last Name (at the time of marriage)			Spouse's First Name				Spouse's Middle Name(s)		
Spouse's Birthplace (City, Province/State, Country)									

General Information

After your change of name application has been processed:

- Vital Statistics will send a *Certificate of Change of Name* to your mailing address. This certificate will show your previous name as provided in your foundation identity document, and your new name. If you have included your child(ren) in your application, their names will also be listed on the certificate.
- Your Canadian birth certificate will be amended to list your new name. If you were born in Canada, you will need to order a new birth certificate from your birth province. Be sure to advise them of your recent change of name when placing the order for your new certificate(s). BC Vital Statistics will send an electronic notification to other provinces following the registration of a change of name.

NOTE - Certificates issued in British Columbia are printed in uppercase lettering only.

- If you were married in Canada, your name change *may* affect your current marriage certificate. Contact your marriage province for advice. A name change does not affect a surname assumed by marriage.
- You are responsible for notifying other agencies of your name change and for replacing all applicable documents and identification, such as your BC Driver's Licence or BC Identification card, BC Services Card, Canadian Passport, etc.

What happens to documents submitted with your application?

Document	Returned	Not Returned
B.C. and other Canadian birth certificates		Destroyed
B.C. marriage certificates		Destroyed
Certificates from previous name change(s)	✓ Stamped with "Historical Document. Not to be accepted as proof of current legal name."	
Out-of-province marriage certificates	✓	
Certified documents (e.g. copies of immigration papers)		Kept on file

PARENTS - Enter your information in Part 1(A) and 1(B) even if you are only changing your child's name and not your own. Provide your child's information in Part 2 (pg 7). <input type="checkbox"/> Check this box if you are not changing your name		OFFICE USE ONLY AFS # _____ REG. # _____	
Adult's full name as currently listed on birth certificate, most recently issued immigration or citizenship documents, or change of name certificate. (NOT YOUR SURNAME BY MARRIAGE) Surname (Last Name) _____ First Name _____ Middle Name(s) _____			
Full name as you would like it to appear following the legal change of name (Leave this line blank if you are not changing your name.) Surname (Last Name) _____ First Name _____ Middle Name(s) _____			
Date of birth MMM DD YYYY		Sex _____	Place of Birth City/Town _____ Province/State, Country _____
Marital status <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Never Married	Spouse's Surname _____ Place of Marriage (City/Town) _____	Date of Marriage MMM DD YYYY Province/State, Country _____	Is this application changing your surname to the surname of your spouse? You MUST check a box below. <input type="checkbox"/> No <input type="checkbox"/> Yes. I understand that if I was born in Canada this will change my name on my birth certificate, and may change my marriage certificate.
Personal Health Number (PHN) (Used to confirm residency in B.C.) _____			May we contact you by email? <input type="checkbox"/> No <input type="checkbox"/> Yes
Contact Numbers Preferred Number _____ Alternate Contact Number _____	Phone No. (including area code) _____ Phone No. (including area code) _____	Email Address _____	
Place(s) of residence for last three months (ALL fields must be completed)			
Suite/Apt No. _____ Street No. _____ Street Name _____ City/Town _____ Province _____ Postal Code _____	B.C.	From _____ To PRESENT	
Suite/Apt No. _____ Street No. _____ Street Name _____ City/Town _____ Province _____ Postal Code _____	B.C.	From _____ To _____	
Address for Letters or Certificate Mail to: <input type="checkbox"/> Above Address <input type="checkbox"/> Alternate Address Below: <i>(if different from above)</i>			
Name/Organization _____			
Suite/Apt No. _____ Street No. _____ Street Name _____ City/Town _____ Province/State, Country _____ Postal/ZipCode _____			
Documentation (Check applicable for each section.)		Notes	Office Use Only
Proof of Birth	If born in Canada - Original birth certificate with a registration number. <input type="checkbox"/> Enclosed <input type="checkbox"/> \$27.00 Search Fee (If you were born in British Columbia and do not have a birth certificate, complete a Search Application on page 4.) If born outside of Canada - Certified copy of immigration or citizenship documents. <input type="checkbox"/> Enclosed	Provide certified copies of BOTH sides of your MOST RECENTLY ISSUED Permanent Resident Card or Canadian Citizenship Card/ Certificate.	
Proof of Marriage	Marriage certificate with registration number <i>(not applicable if divorced or widowed)</i> . <input type="checkbox"/> N/A <input type="checkbox"/> Original enclosed (If married in B.C.) <input type="checkbox"/> Photocopy enclosed (If married outside of B.C., a photocopy may be required to show continuity of usage of names.) <input type="checkbox"/> Photocopy enclosed (If B.C. marriage certificate already lists your exact proposed name.) <input type="checkbox"/> \$27.00 Search fee (If you were married in B.C. and do not have a marriage certificate, complete a Search Application on page 4.)	If you are changing your child's surname to that of your spouse, provide a photocopy of your marriage certificate.	
Proof of Electronic Fingerprinting	Photocopy of the receipt you received from the fingerprinting agency for electronic fingerprinting (18 years of age or older). <input type="checkbox"/> N/A <input type="checkbox"/> Enclosed - The date on the receipt must be within 30 days of the date your application is received in our office.	If you are 18 years of age or older, provide a photocopy of the receipt for your payment for electronic fingerprinting.	
Previous Name Change	Have you previously had a legal change of name in Canada? <input type="checkbox"/> No <input type="checkbox"/> Yes - The original Canadian change of name certificate(s) is/are enclosed. <input type="checkbox"/> Yes - I do NOT have the original Canadian change of name certificate(s).	Returned to you stamped with: "Historical Document. Not to be accepted as proof of current legal name".	

Statutory Declaration

- Check applicable:**
- I am applying as a single applicant to change my name only. Complete Section 2.
 - I am a parent applying for myself and my child(ren)'s name change(s). Complete Sections 1 & 2.
 - I am a parent applying on behalf of my child(ren) only. I am not changing my name. Complete Sections 1 & 2.

Section 1 - To be completed by the applicant parent

! Only a parent recognized on the child's birth certificate or those being listed on the child's immigration documentation can apply to change a child's name. However ALL PARENTS and/or CUSTODIAL GUARDIANS must sign consent to a child's name change.

Write your **INITIALS** beside any/all situations that apply to you:

- _____ I have included **all** custodial/guardianship court order(s) for my child(ren) within this application.
- _____ The court order(s) included is(are) a **final order** OR the court order(s) included is(are) **still valid and in effect**.
- _____ List any *future* court dates: _____

OR

- _____ I **do not** have any custodial/guardianship court order(s) for my child(ren).
- _____ The other parent **was not recorded** on the child(ren)'s birth registration(s) and **there is no custodial/guardianship court order** in place for my child(ren).
- _____ The other parent and I are **still married** and **there is no custodial/guardianship court order** in place for my child(ren).
- _____ The other parent and I **were married but no longer live together**, and **there is no custodial/guardianship court order** in place for my child(ren).
- _____ The other parent and I **were never married** and **there is no custodial/guardianship court order** in place for my child(ren).

Section 2 - To be completed by ALL applicants

I _____ have read the application and to the best of my knowledge, information and belief, the statements made are true in substance and in fact.

Applicant's full name

AND

I understand that any documentation submitted to support this application may be verified for validity and/or authenticity with the issuing authority and I provide my consent to the Vital Statistics Agency to complete this verification.

AND

I understand that the Vital Statistics Agency must use the exact name recorded on my birth certificate, immigration or citizenship document, or change of name certificate, and if I record a name other than that name on my application form the Vital Statistics Agency will amend my application to match.

AND

I have enclosed all original birth certificates, marriage certificates (B.C. only) and historical change of name certificates in my possession and I understand that any Canadian birth certificates and B.C. marriage certificates will not be returned on completion of the name change.

AND

I understand that all previously issued birth certificates, B.C. marriage certificates and change of name certificates will be cancelled under Section 40.1 (1)(h) of the *Vital Statistics Act*, and that to use any cancelled certificates may constitute a fraudulent action.

AND

I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X _____ *
Signature of Applicant Day Month Year

Declared before me at _____
City

* Dates must match *

in the Province of British Columbia, this _____ day of _____
Day Month Year

X _____
Signature of Commissioner for Taking Affidavits, Lawyer, Articled Law Student, or Notary Public
(Note - Authorized individuals charge a fee for witnessing your signature.)



Documentation	Notes	Office Use Only
<p>All Applicants</p> <p>Photocopy of applicant's picture ID (e.g. driver's licence) showing their current address. A copy of a recent utility bill in the applicant's name (e.g. BC Hydro bill) is acceptable proof of the current address if it is not listed on identification.</p> <p><input type="checkbox"/> Photocopy of picture ID is enclosed</p>	<p>The address listed on the applicant's picture ID must match the residential address provided in Part 1A on page 5.</p>	

This information is collected by the Vital Statistics Agency under section 26(c) of the *Freedom of Information and Protection of Privacy Act*, and will be used to fulfill the requirements of the *Vital Statistics Act* for the release of change of name information. Should you have any questions about the collection of this personal information, please contact: Manager, Vital Statistics Agency, 250 952-2681, PO Box 9657, Stn Prov Govt, Victoria BC V8W 9P3

Child's full name as currently listed on birth certificate, **most recently issued** immigration or citizenship documents, or change of name certificate

Surname (Last Name) _____ First Name _____ Middle Name(s) _____

Child's full name as it will appear following the legal change of name (Names on Part 2A and Part 2B must match **exactly**.)

Surname (Last Name) _____ First Name _____ Middle Name(s) _____

Date of birth MMM DD YYYY	Sex	Place of birth City/Town	Province/State and Country
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Has your child previously had a legal change of name in Canada? (Check applicable)

No

Yes - **ALL original** Canadian change of name certificates are enclosed. (This certificate will be stamped "Historical Document. Not to be accepted as proof of current legal name" and will be returned to you upon completion of this application.)

Yes - I do NOT have the **original** Canadian change of name certificate(s).

Indicate what identification you have enclosed to prove your child's parentage

Child born in Canada:

Original Canadian birth certificate showing parentage

\$27.00 Search fee (My child was born in British Columbia but I do not have their birth certificate. I have completed a Search Application on page 4)

Child born outside of Canada - CERTIFIED COPIES of:

BOTH SIDES of child's **MOST RECENTLY ISSUED** Permanent Resident Card or Canadian Citizenship Card/Certificate

Child's original birth certificate showing parentage

English translation of birth certificate if not in English

CHILD'S CONSENT - Children 12 to 18 years of age **MUST** provide: Letter Signature

I hereby give my consent to change my name as stated in this application

Child's Signature X _____ Signature of Witness X _____

* Date [MMM DD YYYY] ← * Dates must match → * Date [MMM DD YYYY]

Letter handwritten in ink by child is attached.

CONSENT OF OTHER PARENT/GUARDIAN(S)

If the other parent/guardian(s):

- consents to the change of name, they must complete Part 2B - "Other Parent's Consent" on page 8.
- is/are not listed on the birth registration, complete section I below.
- is/are listed on the birth registration but you have a valid reason to waive their consent, complete section II below.

I. Other Parent is Not Listed

No other parent is recorded on the birth registration of the child whose name is to be changed.

Applicant's Signature X _____ Date [MMM DD YYYY]

II. Request for Waiver (A - E) See pages 9 and 10 for information about reasons for waivers and what to submit with your request.

I request that the consent of the other parent/guardian(s): _____ be waived for the following reason(s): _____

Last Name(s) _____ First Name(s) _____

A The other parent/guardian(s) cannot be located after a reasonable, diligent and adequate search has been conducted as demonstrated by statutory declaration and supporting evidence maintained in the change of name file. **A custody or guardianship order is required for this option. Obtain an order prior to making application.**

B The other parent/guardian(s) is/are deceased, proven by a copy of a government-issued death certificate maintained in the change of name file.

C The other parent/guardian(s) is/are unreasonably withholding consent to the change of name. - **A custody or guardianship order is required for this option. Obtain an order prior to making application.**

D The other parent/guardian(s) is/are mentally disordered, as demonstrated by statutory declaration and supporting evidence. - **A custody or guardianship order is required for this option. Obtain an order prior to making application.**

E Exceptional circumstances make it unreasonable to seek the consent of the other parent/guardian(s). **Unless you can provide a valid custody or guardianship order AND a valid court ordered restraining order/no contact order between the other parent/guardian(s) and the child(ren) this option does not apply.**

Applicant Signature X _____ Date [MMM DD YYYY]


CONSENT OF SPOUSE OF APPLICANT (Only if Child's surname is changing to that of the Applicant's Spouse.)

I, _____, am the spouse of the applicant and hereby give my consent for the above-listed child to change his/her surname to be the same as mine.


Name (Printed) _____

Signature of Applicant's Spouse X _____ Signature of Witness X _____

* Date [MMM DD YYYY] ← * Dates must match → * Date [MMM DD YYYY]

 If more than one child is included in the change of name application, or if there is more than one other parent/guardian, please photocopy or print additional copies of this page.

Full name(s) of other parent/guardian(s) as listed on the birth registration of child or within court orders.		
Surname (Last Name)	First Name	Middle Name(s)
Suite/Apt No.	Street No.	Street Name
		City/Town
Province/State, Country		Postal/Zip Code
Phone No. (including area code)		
Child's full name as it will appear following the legal change of name (Names on Part 2A and Part 2B must match exactly .)		
Surname (Last Name)	First Name	Middle Name(s)
Child's date of birth	Sex	Child's place of birth
MMM DD YYYY		City/Town
		Province/State, Country

 Anyone can witness the signature of the other parent/guardian(s), but the other parent/guardian(s) and the witness must sign **at the same time**. Signatures are valid for six months only.

Consent of Other Parent/Guardian(s)




I _____ have read the information provided on this page and to the best of my knowledge, information and belief, the statements made are true in substance and in fact.

AND I understand that any documentation submitted to support this application may be verified for validity and/or authenticity with the issuing authority and I provide my consent to the Vital Statistics Agency to complete this verification.

AND I have enclosed all original birth certificates and historical change of name certificates in my possession for each child named in this application. I understand that any Canadian birth certificates will not be returned on completion of the name change.

AND I understand that all previously issued birth certificates and change of name certificates for each child named in this application will be cancelled under Section 40.1 (1)(h) of the *Vital Statistics Act*, and that to use any cancelled certificates may constitute a fraudulent action.

AND I understand that by consenting to change the name(s) for my child, I will still remain listed as a parent on my child's birth registration, if I am currently listed.

	_____	* Date	<table border="1"> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>MMM</td> <td>DD</td> <td>YYYY</td> </tr> </table>				MMM	DD	YYYY	 <div style="border: 1px solid red; border-radius: 10px; padding: 2px; display: inline-block;">* Dates must match</div>
MMM	DD	YYYY								
	_____	* Date	<table border="1"> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td>MMM</td> <td>DD</td> <td>YYYY</td> </tr> </table>				MMM	DD	YYYY	
MMM	DD	YYYY								

Full name, address, and phone number of witness to signature(s) of other parent/guardian(s)		
Surname (Last Name)	First Name	Middle Name(s)
Suite/Apt No.	Street No.	Street Name
		City/Town
Province/State, Country		Postal/Zip Code
Phone No. (including area code)		

Documentation	Notes	Office Use Only
Other Parent/Guardian(s) Consenting to Child's Change of Name Photocopy of other parent/guardian(s)' picture ID (e.g. driver's licence) showing their current address. A copy of a recent utility bill in the name of the other parent/guardian(s) (e.g. BC Hydro bill) is acceptable proof of the current address if it is not listed on identification. <input type="checkbox"/> Photocopy of picture ID is enclosed	The address(es) listed on the picture ID of the other parent/guardian(s) must match the residential address provided above.	

This information is collected by the Vital Statistics Agency under section 26(c) of the *Freedom of Information and Protection of Privacy Act*, and will be used to fulfill the requirements of the *Vital Statistics Act* for the release of change of name information. Should you have any questions about the collection of this personal information, please contact: Manager, Vital Statistics Agency, 250 952-2681, PO Box 9657, Stn Prov Govt, Victoria BC V8W 9P3.

Statutory Declaration

This statutory declaration **MUST** be completed if the applicant is asking for a waiver of consent of the other parent/guardian(s) unless the other parent/guardian(s) is(are) deceased. See pages 7 and 10 for further details. Your Statutory Declaration must include **ALL** of the following information:

If you require more space, attach a separate sheet of paper.

1. Explain in detail all attempts that have been made to gain the consent of the other parent/guardian(s), including contact with relatives, friends, proof of attempted contact or conversation threads regarding the change of name through social media (e.g. Facebook), texting, email threads etc.
2. When was your last contact with the other parent/guardian(s)?
3. What is the last known contact information you have for the other parent/guardian(s)? **(Include full addresses, phone numbers, email addresses, or state that all contact information is unknown.)**
4. Do you receive child support from the other parent/guardian(s)?
5. Are you registered with the Family Maintenance Enforcement Program (FMEP)? **If yes, submit a copy of the most recent statement.**
6. Outline any reasons why you feel the change of name is in your child(ren)'s best interest.
7. If the custody/guardianship order submitted with your application is not a final order, state whether or not it is still valid and in effect. As well, include any future court dates.

IMPORTANT - Select one:

I authorize or I do **not** authorize the Vital Statistics Agency to use the contact information provided with my application and/or supporting documentation when contacting the other parent/guardian(s) to seek approval for the application.

CANADA:
PROVINCE OF BRITISH COLUMBIA.
To Wit: } In the Matter of

I, _____ of _____
Applicant's Name City

in the Province of British Columbia, do solemnly declare that

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____

I verify that all supporting documents represent current circumstances and are in effect as of this date. And I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*.

Declared before me at _____ in the _____
Province of British Columbia, this _____ day of _____
Day Month Year * *
Day Month Year

} ~~X~~ _____
Declarant's Signature

~~X~~ _____
Signature of Commissioner for Taking Affidavits, Lawyer, Articled Law Student, or Notary Public
(Note - Authorized individuals charge a fee for witnessing your signature.)


* Dates must match

**OFFICIAL
STAMP/SEAL**

The following is a list of grounds on which a waiver of parental/guardian consent may be approved and the documents required. Choose the one that best applies to your situation and provide **ALL** of the requested information. **If information cannot be provided, include a letter of explanation.**

A) The other parent/guardian(s) cannot be located after a reasonable, diligent and adequate search has been conducted as demonstrated by the statutory declaration and supporting evidence maintained in the change of name file.
<input type="checkbox"/> Custody/guardianship order. Obtain an order from the courts <u>prior to</u> applying to legally change the name(s) of your child(ren). <input type="checkbox"/> In your statutory declaration list the full mailing address, phone numbers, email addresses and any other contact information for the parent/guardian(s) whose consent is(are) to be waived. <input type="checkbox"/> If you are unaware of the whereabouts of the other parent/guardian(s): <ul style="list-style-type: none"> <input type="radio"/> Include a list of the efforts you have made to determine their location; AND <input type="radio"/> Provide proof of attempted contact or conversation thread regarding the change of name through social media (e.g. Facebook), texting, email etc. <p>In your statutory declaration, you must include ALL of the information listed at the top of page 9, "Statutory Declaration-Request to Waive Consent of Other Parent/Guardian(s)".</p> <input type="checkbox"/> If you are registered with the Family Maintenance Enforcement Program (FMEP), include a copy of your latest statement. If you are not registered with FMEP, include a statement indicating that you do or do not receive support from the other parent/guardian(s). <input type="checkbox"/> Children 12 years of age or older must write a brief letter in their own words describing why they would like their name to be changed. The letter must be handwritten in ink , and signed and dated by the child .
B) The other parent/guardian(s) is(are) deceased, proven by a copy of a government-issued death certificate maintained in the change of name file.
<input type="checkbox"/> A copy of a government-issued death certificate of the person whose consent is to be waived.
C) The other parent/guardian(s) is(are) unreasonably withholding their consent.
<input type="checkbox"/> Custody/guardianship order. Obtain an order from the courts <u>prior to</u> applying to legally change the name(s) of your child(ren). <input type="checkbox"/> In your statutory declaration, you must include ALL of the information listed at the top of page 9, "Statutory Declaration-Request to Waive Consent of Other Parent/Guardian(s)". <input type="checkbox"/> Provide proof of attempted contact or conversation thread regarding the change of name through social media (e.g. Facebook), texting, email etc. <input type="checkbox"/> If you are registered with the Family Maintenance Enforcement Program (FMEP), include a copy of your latest statement. If you are not registered with FMEP, include a statement indicating that you do or do not receive support from the other parent. <input type="checkbox"/> Children 12 years of age or older must write a brief letter in their own words describing why they would like their name to be changed. The letter must be handwritten in ink , and signed and dated by the child .
D) The other parent/guardian(s) is(are) mentally disordered, as demonstrated by statutory declaration and supporting evidence
<input type="checkbox"/> Custody/guardianship order. Obtain an order from the courts <u>prior to</u> applying to legally change the name(s) of your child(ren). <input type="checkbox"/> A letter from a physician/court order stating the person whose consent is to be waived is incapable of understanding what they would be signing. <input type="checkbox"/> Children 12 years of age or older must write a brief letter in their own words describing why they would like their name to be changed. The letter must be handwritten in ink , and signed and dated by the child .
E) Exceptional circumstances make it unreasonable to seek the consent of the other parent/guardian(s). Unless you can provide a valid court ordered restraining order/no contact order between the other parent/guardian(s) and the child(ren) this option does not apply.
<input type="checkbox"/> Custody/guardianship order. Obtain an order from the courts <u>prior to</u> applying to legally change the name(s) of your child(ren) <input type="checkbox"/> <ul style="list-style-type: none"> <input type="radio"/> A court ordered no contact order; OR <input type="radio"/> A court ordered restraining order; OR <input type="radio"/> A letter from the police indicating you would be in danger if you attempted to contact the parent/guardian(s) whose consent is required. <input type="checkbox"/> Children 12 years of age or older must write a brief letter in their own words describing why they would like their name to be changed. The letter must be handwritten in ink , and signed and dated by the child .

NOTE: Requirements identified in this information sheet are a guide only and the registrar general of the Vital Statistics Agency has the authority to ask for additional information.

 Statements made in a statutory declaration are considered the equivalent of statements made in a Court of Law and may provide the basis for action against the applicant if they are proven to be fraudulent.

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