

**BIRTHS, DEATHS & MARRIAGES REGISTRATION ACT**  
**NORTHERN TERRITORY**

SECTION 23

**INSTRUCTION FOR CHANGE OF NAME FOR AN ADULT**

1. Complete Pages 2, 3 and 4 and any one over the age of 18 years can witness your signature.
2. Advertise **ONCE** in any newspaper published and circulating in the Northern Territory. Page 2 headed '**NEWSPAPER ADVERTISEMENT**' can be used for this purpose. Applicant to organise and pay for the advertisement with the Newspaper directly.
3. Once the advertisement appears in the Newspaper, remove the **FULL PAGE** and lodge it together with Pages 3 and 4 at any of the Births, Deaths & Marriage offices listed below.
4. **Evidence of identification MUST be sighted prior to change of name being processed.** Drivers licence, passport, medicare card, bank card, keycard, pension card or current bills etc are some examples. In some circumstances, evidence of a previous name change may be required: eg. Deed Poll, Marriage Certificate etc.
5. Fees: **\$55.00 to be paid with lodgement of forms** - (\$30.00 for the registration fee and \$25.00 for a certified copy of the Change of Name). Further copies of the name change are available at a cost of \$25.00 each. Registered mail is \$12.30. Clients can also collect the certificates as per addresses below\*.
6. If born in the Northern Territory, any previous certificates issued **MUST BE RETURNED** for cancellation. If the certificate(s) cannot be located, a statutory declaration **MUST** be filled in and presented with the forms informing us of the same and that in the event of it being found, the certificate(s) will be forwarded to the Office of Births, Deaths & Marriages.

Important information:

7. Persons **MUST BE 18 years or over**; a resident of the Northern Territory for not less than 3 months or born in the Northern Territory. **Evidence of residency must accompany the application, eg: Telstra, Power & Water or Rent Bills to name a few.**
8. Persons may have their birth registration noted with the new name if they were born in Australia. When born interstate, the relevant state will be notified but any further documentation and/or fees will need to be negotiated directly with that state by the applicant.
9. If a person has registered a change of name with any Registry in Australia within a period of 12 months, any further applications for change of name at any Registry in Australia within that 12 month period will be refused, except with the consent of the Registrar upon consideration of the applicant's reasons for the change.
10. **The reason for the change of name MUST BE PROVIDED.** Statements like "Personal", "I want to" or similar statements are **NOT** acceptable as reasons for applying to register a change of name.

**OFFICES FOR LODGEMENT, REGISTRATION AND COLLECTION\***

DARWIN	PALMERSTON
<p>Office of Births, Deaths &amp; Marriages ► <b>OR</b> GPO Box 3021 Darwin NT 0801 or ▼ Nichols Place Corner of Bennett and Cavenagh Streets Darwin NT 0801 Phone: (08) 8999 6119 Fax: (08) 8999 6324</p>	<p>Palmerston Community Care Centre Palmerston Health Precinct in Gurd Street Tuesday's from 8:30am to 12:30noon</p>
ALICE SPRINGS	
<p>Office of Births, Deaths &amp; Marriages P O Box 8043 Alice Springs NT 0871 Phone: (08) 8951 5338 Fax: (08) 8951 5340</p>	<p>Ground Floor Centrepoint Building Corner Hartley Street and Gregory Terrace Alice Springs NT 0870</p>

# NEWSPAPER ADVERTISEMENT

*(The person changing name to do/organise this)*

## NORTHERN TERRITORY OF AUSTRALIA Births, Deaths & Marriages Registration Act – Section 23

### APPLICATION TO REGISTER CHANGE OF NAME OF AN ADULT

I \_\_\_\_\_ change my name to  
*(here insert old name in full in block letters)*

\_\_\_\_\_  
*(here insert new name in full in block letters)*

**(NOTE: This must be identical to NEW NAME \* on page 4)**

for all private, business and legal purposes, and request all persons to designate and address me by the new name.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
*(current signature)*

NT News/The Sunday Territorian	Phone:	(08) 8944 9900
The Centralian Advocate	Phone:	(08) 8950 9777
Tennant Creek and District Times	Phone:	(08) 8962 1040
Katherine Times	Phone:	(08) 8972 1111
For interstate and overseas parties	NT News:	<a href="mailto:ntnclassies@ntn.newsltd.com.au">ntnclassies@ntn.newsltd.com.au</a>
The Alice Springs News	Phone:	(08) 8955 5444
For interstate and overseas parties	A/S News:	ann-marie@alicespringsnews.com.au

**NORTHERN TERRITORY OFFICE OF BIRTHS, DEATHS AND MARRIAGES**  
**OFFICE OF THE REGISTRAR GENERAL**

**PRIVACY STATEMENT**


The Office of Births, Deaths & Marriages is collecting the information on a change of name form so that it can determine your eligibility to register the requested change of name and to prevent fraud. If all the information requested is not completed then the change of name may not be registered. The collection of the information is required by the Northern Territory *Births, Deaths & Marriages Registration Act*.

The information is recorded and preserved in the Register of Changes of Name and in appropriate cases, may be accessed by government agencies, private organisations and members of the public in accordance with the Access Policy issued under the Act.

Failure to provide the information may result in incomplete registration entries and the non-issue of certificates. Your personal information provided in this form can be accessed by you on request. If you have any queries, please contact the Deputy Registrar on (08) 8999 6119.

<b>FULL NAME OF APPLICANT (before change)</b>	
<b>FULL NEW NAME (in BLOCK LETTERS please)</b>	

CERTIFICATE IS TO BE  POSTED  COLLECTED

<b>POSTAL ADDRESS:</b>		Signature and Date on Collection: 
<b>CONTACT PHONE NOS:</b>	Home:	Work:
	Mobile:	
<b>Reason for Name Change (see Note 10 on Instruction sheet)</b>		

How long have you been residing in the Northern Territory (only necessary to complete if not born in the NT) \_\_\_\_\_

Have you changed your name within the last 12 months? YES  NO

If you were born interstate, do you wish to have the Birth Registration amended to show the new name? YES  NO

**Note: If you were born interstate, the relevant state will be NOTIFIED automatically of your name change, however, if you have indicated that you do not want the birth entry to be noted the state will be advised of this.**

**You will need to liaise with your state of birth if you wish for your birth registration to be amended. This is not done automatically.**

Visa <input type="checkbox"/>	Bankcard <input type="checkbox"/>	Mastercard <input type="checkbox"/>
Card No: _____	Expiry Date: ____ / ____	
Card Holder's Name: (BLOCK PRINT) _____		
Amount to be debited \$ _____	Signature: _____	

**OFFICE USE ONLY**

**Change of Name Details**

**Birth Certificate Details**

<b>REG NO:</b>	<b>REG NO:</b>
<b>APP NO:</b>	<b>APP NO:</b>
<b>CERT NO:</b>	<b>CERT NO:</b>



**BIRTHS, DEATHS AND MARRIAGES REGISTRATION ACT S23**

**REGISTRATION OF CHANGE OF NAME OF AN ADULT**

- PLEASE PRINT CLEARLY IN BLOCK LETTERS
- WHITEOUT NOT TO BE USED
- ANY CORRECTIONS MADE SHOULD BE INITIALLED

<b>OLD NAME</b>	<b>Given Names</b>		<b>Surname</b>	
<b>NEW NAME</b>	<b>Given Names</b>		<b>Surname</b>	
<b>NAME AT BIRTH</b> (if different from Old Name)	<b>Given Names</b>		<b>Surname</b>	
<b>DATE OF BIRTH</b>				
<b>SEX</b>	<input type="checkbox"/>	Female	<input type="checkbox"/>	
<b>PLACE OF BIRTH</b>	<b>Suburb/Town/City</b>		<b>State/Country</b>	
<b>FULL NAME OF PARENTS</b>	<b>Father</b>	<b>Mother</b>	<b>Mother's Maiden surname</b>	
<b>CURRENT RESIDENTIAL ADDRESS</b> (of Applicant)				
<b>If your birth is registered within the NT, do you wish to have your birth certificate noted with the new name?</b>	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

I declare that I change my old name to the new name and that I will at all times in all records, deeds and instruments, in all actions, suits and proceedings, in all dealings and transactions and upon all occasions, use and sign the new name and authorise and request all persons to designate and address me by the new name.

<b>SIGNATURE OF APPLICANT</b>  	<b>SIGNATURE OF WITNESS</b>  
	<b>FULL NAME OF WITNESS</b>
<b>DATE</b>	<b>ADDRESS:</b>