



# Instructions for the Application for Change of Gender Designation (Minor aged under 12 years)

The application for Change of Gender Designation (Min Aged Under 12 Years) can be used to request an update of your **B.C. Birth Certificate if you are a minor** (under 12 years of age).

## What You'll Need

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- A completed 'Application for Change of Gender Designation (Minors aged under 12 years)' form (VSA 509c)
- + • Proof of parentage and/or a copy of Legal Guardianship\*
- + • Copy of parent(s)/guardian government-issued identification
- + • Any B.C. birth certificates issued prior to this application
- + • Original copy of 'Physician's or Psychologist's Confirmation of Change of Gender Designation' form (VSA 510p)
- + • A copy of each **original** document for your records (the originals will not be returned to you)



### \* **Proof of Parentage and/or Legal Guardianship**

The child's parental birth certificate listing the parents and copies of any orders of guardianship issued by the Courts are considered proof of parentage and/or legal guardianship.

**IMPORTANT: ALL** parents and guardians are required to provide consent on the application.

## To Update Your B.C. Birth Certificate

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### SEND:

- ALL documents listed above
- + • Fees for amendment and birth certificate order (page 3 of the VSA 509A form)

**TO:** VITAL STATISTICS AGENCY  
PO BOX 9657 STN PROV GOVT  
VICTORIA BC V8W 9P3

### YOU WILL RECEIVE:

- An updated B.C. Birth Certificate

**Application for Change of Gender Designation  
(Minors aged under 12 years)  
Changing B.C. Birth Certificate / Registration**

APPLICANT INFORMATION AND SIGNATURE		Office Use Only: AFS Number:
Legal Surname	Legal Given Names	
Mailing Address	City / Town / Village, Province / State, Country	Postal Code
Birthdate (mmm / dd / yyyy) e.g. Feb 28 1986	Contact Phone Number (including area code)	

The birth certificate is a foundation identity document which is required by many institutions to access programs and services, such as obtaining a passport or driver's licence.

I, \_\_\_\_\_ solemnly declare that I make this application to change my  
PRINT current legal name in full

gender designation captured as "Sex" on my B.C. birth certificate

**FROM:** ☐ Female ☐ Male ☐ X **→** **TO:** ☐ Female ☐ Male ☐ X

Check the applicable boxes and sign below to confirm that you have read and acknowledge the corresponding statements.  
(For male and female, check box 1 only. For gender X, check all four boxes.)

- ☐ 1. I have assumed, identify with and intend to maintain the gender identity that corresponds with the requested change.
- ☐ 2. I am providing a "Physician's or Psychologist's Confirmation of Change of Gender Designation" form (VSA 510p).
- ☐ 3. I understand that the Province of British Columbia cannot guarantee acceptance of a birth certificate with an "X" designation by organizations or governments and that the "X" marker is not universally accepted.
- ☐ 4. I understand that as the holder of a birth certificate, it is my responsibility to check with organizations and program areas that I intend to transact with about their application or enrolment requirements regarding birth certificates with an "X" designation.



Signature of Applicant

Date (MMM DD YYYY)

**Parent(s)/Guardians must sign and give consent below (Guardians must provide legal documentation providing guardianship)**

I, \_\_\_\_\_ hereby give consent for \_\_\_\_\_ to change their gender designation  
Name of Parent or Legal Guardian Name of Applicant

**FROM:** ☐ Female ☐ Male ☐ X **→** **TO:** ☐ Female ☐ Male ☐ X



Signature of Parent or Legal Guardian

Date (MMM DD YYYY)

I, \_\_\_\_\_ hereby give consent for \_\_\_\_\_ to change their gender designation  
Name of Parent or Legal Guardian Name of Applicant

**FROM:** ☐ Female ☐ Male ☐ X **→** **TO:** ☐ Female ☐ Male ☐ X



Signature of Parent or Legal Guardian

Date (MMM DD YYYY)

**DETAILS OF BIRTH AS CURRENTLY REGISTERED**

Surname on Birth Record	Given Name(s) on Birth Record	Sex
Birthdate (mmm / dd / yyyy) e.g. Feb 28 1986	Birthplace (City / Town / Village)	<b>British Columbia</b>
Surname of Father/Parent	Given Name(s)	Birthplace of Father/Parent (City, Province/State, Country)
Maiden Surname of Mother/Parent*	Given Name(s)	Birthplace of Mother/Parent (City, Province/State, Country)

\* The mother's maiden surname is the last name she was given at birth, or if a legal change of name has been completed, her new last name as noted on the Certificate of Change of Name. In Canada, the mother's birth surname or surname following a legal change of name is always listed on the child's birth registration and the parental birth certificate, even if she is married.

**PLEASE NOTE:**

The \$27 amendment fee charged when you change the gender designation on your birth registration does **not** include a new B.C. birth certificate. You must order a new certificate if you wish to have a birth certificate displaying the changed gender designation or a birth certificate with no sex displayed.

**B.C. BIRTH CERTIFICATE SERVICES / FEES**

To order a new birth certificate(s), enter the quantity of 1 or 2 beside your selection below and add its cost to the amendment fee in the "Payment Methods" section at the bottom of this page. Different document types are mailed in separate envelopes. There is a limit of 2 documents per type. **All birth certificates issued before the amendment must be returned to Vital Statistics.**

**Description of Birth Documents:**

**Individual information only** - Includes the subject of the birth certificate's name, sex, place and date of birth. (12.5 cm x 17.7 cm)

**\*Parental information included** - Includes the subject of the birth certificate's name, sex, place and date of birth, plus names and birthplaces of parents listed on the registration. (12.5 cm x 17.7 cm)

**Registration Photocopy** - A certified photocopy of the original birth registration completed at the time of birth. This document is seldom required for applications.

Quantity (Limit 2 per type)	Type of Birth Documents	Cost Based on Delivery Type		Estimated Date of Delivery Once the Amendment is Complete	
		Mail	Courier	Mail	Courier†
	Individual information only (with sex displayed)	\$27ea	add \$33 to order	Prints in 2 - 5 business days; <b>add</b> mailing time from Victoria B.C. to you.	Prints next business day; <b>add</b> courier delivery time from Victoria B.C. to you.
	Individual information only (without sex displayed)	\$27ea			
	Parental information included (with sex displayed)	\$27ea		Prints in 2 - 5 business days; <b>add</b> mailing time from Victoria B.C. to you.	Prints next business day; <b>add</b> courier delivery time from Victoria B.C. to you.
	Parental information included (without sex displayed)	\$27ea			
	Registration Photocopy	\$50ea	add \$10	Prints within 20 business days; <b>add</b> mailing time from Victoria B.C. to you.	Prints next business day; <b>add</b> courier delivery time from Victoria B.C. to you.

\* Children (18 and under) require a birth certificate with **parental information included** for passport, school enrollment, and many other applications.

† Courier service is not made to post office boxes, apartment complexes, homes that use Super Box (community) mailboxes, or to basement suites. Instead, delivery notice with instructions is left at the mailing address and the envelope is delivered to the nearest postal outlet. ID and signature are required upon pick up.

**Sex:** A British Columbia birth certificate is an extract of a person's (subject's) birth registration. Sex (M, F, or X) as it is recorded on a person's birth registration will be displayed on the certificate unless you indicate that you do not want it to be displayed by selecting that option on page 3. In order for sex to not be displayed on a birth certificate, the option on page 3 will need to be selected every time a request for a birth certificate is made.

**Note:** Any amendment to the birth registration will be reflected on a birth certificate however selecting the option for sex to not be displayed does not by itself change or amend a birth registration

**Note:** A birth certificate with no sex displayed is valid and recognized by the Government of British Columbia; however, the Government of British Columbia cannot guarantee that a British Columbia birth certificate with no sex displayed will be accepted by other organizations in British Columbia or by other jurisdictions.

**B.C. BIRTH CERTIFICATE CONTACT INFORMATION****ENQUIRIES & CREDIT CARD ORDERS**

Telephone: 250 952-2681 (Victoria & outside B.C.)

Toll Free: 1 888 876-1633 (within B.C.)

Website: [www.gov.bc.ca/vitalstatistics](http://www.gov.bc.ca/vitalstatistics)

**ADDRESS ALL DOCUMENTS TO:**

VITAL STATISTICS AGENCY  
PO BOX 9657 STN PROV GOVT  
VICTORIA BC V8W 9P3

**PAYMENT METHOD**

☐ Cheque or Money Order payable to the Minister of Finance. (Postdated cheques are not accepted.)

☐ Credit Card: Please bill my: ☐ Visa ☐ MasterCard ☐ American Express

Card holder name: \_\_\_\_\_  
PRINT card holder name as shown on credit card

Card holder signature:  \_\_\_\_\_

Credit card number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

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

**AMOUNT ENCLOSED:**

**Amendment Fee** \$ **27.00**

**New Certificate(s)** \$ \_\_\_\_\_

(See Services/Fees above)

**Total Amount Enclosed** \$ \_\_\_\_\_