



Option 1: *With an Updated Birth Certificate*

If you are planning to change your gender designation on your birth certificate, do that first. The BC Vital Statistics Agency website has information on how to update your BC Birth Certificate: www2.gov.bc.ca/gov/content/life-events/order-certificates-copies.

Submit a copy of your updated birth certificate to Health Insurance BC and then to ICBC to change your gender designation on your BC Services Card, BC Driver's Licence (BCDL) or BCID¹.

STEP 1 → Update your birth certificate

Important Note: Step 2 and Step 3 only apply if you are changing your gender on your BC Services Card. If you are changing your gender on a BCDL or BCID only, then there is no requirement to send the form to HIBC first; you may proceed to Step 4.

STEP 2 → Submit a COPY of your updated birth certificate to Health Insurance BC at Health Insurance BC, PO Box 9035 Stn Prov Govt, Victoria BC, V8W 9E3. Change of gender designation requests and uploading documents can also be done at www.gov.bc.ca/managingyourmspaccount

STEP 3 → Wait for and receive a Confirmation Letter from Health Insurance BC
If you are a Non Photo BC Services Card holder, a card will be sent to you in the mail

STEP 4 → To change your gender designation on your photo BC Services Card, BCDL, or BCID go to a driver licensing office with your updated birth certificate and confirmation letter, if applicable

STEP 5 → Wait for and receive a new photo BC Services Card and/or BC Driver's Licence (BCDL) and/or BCID

Option 2: *Without an Updated Birth Certificate*

If you are not updating your birth certificate, follow the instructions below to submit the attached 'Application for Change of Gender Designation (Adult)' to Health Insurance BC and then to ICBC.

What You Will Need: • 2 copies (one is for your records) of the Application for Change of Gender Designation (Adult) (next page)

Important Note: Step 1 and Step 2 only apply if you are changing your gender on your BC Services Card. If you are changing your gender on a BCDL or BCID only, then there is no requirement to send the form to HIBC first; you may proceed to Step 3.

STEP 1 → For changing a BC Services Card with or without a BCDL and/or BCID. If you are ONLY changing your BCDL and/or BCID, proceed to Step 3.

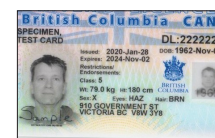
Send a **copy** of your 'Application for Change of Gender Designation (Adult)' to: Health Insurance BC, PO Box 9035 Stn Prov Govt, Victoria BC, V8W 9E3 **Important: keep the original for Step 3**
Change of gender designation requests and uploading documents can also be done at www.gov.bc.ca/managingyourmspaccount

STEP 2 → Wait for and receive a Confirmation Letter from Health Insurance BC. If you are a Non Photo BC Services Card holder, a card will be sent to you in the mail. If you are not updating your BC Services Card, you do not need a Confirmation Letter from HIBC.

STEP 3 → If you hold a Photo BC Services Card or combined BC Services Card and BCDL, after you receive a confirmation letter from Health Insurance BC, take the following to a driver licensing office:

- The original (**preferred**) or a copy of your 'Application' for Change of Gender Designation (Adult)'
- One piece of primary identification
- One piece of secondary identification

STEP 4 → Wait for and receive a new BC Services Card and/or BCDL and/or BCID





Office Use Only

APPLICANT INFORMATION AND SIGNATURE

Form fields for Applicant Information: Legal Last Name, Legal First Name and all Middle Name(s), Mailing Address, Postal Code, Birthdate (dd / mm / yyyy), Contact Phone Number

Please include all existing numbers from the identification documents you currently hold and are applying to change:

Form fields for identification numbers: Personal Health Number (PHN), BC Driver's Licence Number, BCID Number

I, the applicant named above, solemnly declare that I make this application to change my gender designation captured as "Sex" on provincial government-issued identification:

FROM: [] F [] M [] X -> TO: [] F [] M [] 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 in gender designation.
2. I understand that the "X" designation is not universally accepted and a BC Services Card, BC Identification Card or BC Driver's Licence with this designation may not be accepted or recognized by organizations or governments within or outside of British Columbia.
3. I understand that it is my responsibility to check with organizations and program areas that I intend to transact with about their application or enrolment requirements as the "X" designation may not be accepted.
4. I understand that the "X" designation placed on my BC Services Card, BC Identification Card or BC Driver's Licence at this time may not match the gender captured on BC government, ICBC or other organizations' systems and, as a result, the use of this card or document may result in additional review and/or delay.

Signature of Applicant, Date Signed (dd / mm / yyyy), Making a false or misleading statement on this form may result in prosecution under section 69 of the Motor Vehicle Act. A person who contravenes section 69 is liable to a fine of up to \$20,000 and/or to imprisonment.

PROVINCIAL GOVERNMENT-ISSUED IDENTIFICATION

This form may be used to support changes to the "Sex" field on all of the following provincial government-issued identification held by the applicant:

- BC Driver's Licence
• BC Identification Card
• Combined BC Driver's Licence and Services Card
• Photo BC Services Card
• Non-Photo BC Services Card

PRIVACY INFORMATION

When this form is submitted to Health Insurance BC and/or the Insurance Corporation of BC, the personal information you provide is collected to update your Medical Services Plan (MSP), and/or the provincial government-issued identification listed in the box above.

The Insurance Corporation of BC collects personal information under the authority of section 25 of the Motor Vehicle Act, sections 3 and 9 of the Identification Card Regulation, and section 26(c) of the Freedom of Information and Protection of Privacy Act (FOIPPA). Health Insurance BC collects information under the authority of the Medicare Protection Act and section 26(c) of FOIPPA. Information may be disclosed by ICBC and/or HIBC pursuant to section 33 of FOIPPA.

If you have any questions about the collection and use of personal information, please contact:

Manager, Service Delivery
Provincial Identity Information Management Program
PO Box 9412 STN PROV GOVT
Victoria, BC V8W 9V1
Telephone:
Victoria 250 387-6121
Vancouver 604 660-2421
Toll free in BC 1 800 663-7867

This form is subject to verification and audit by the Province of British Columbia.