



APPLICATION FOR CHANGE OF NAME CERTIFICATE

PRINT your name, address and identifying information clearly. Complete the application in full and enclose payment. Incomplete applications will be returned by mail.

SHADED AREA FOR OFFICE USE ONLY

MAILING ADDRESS INFORMATION

SURNAME		GIVEN NAME(S)	
MAILING ADDRESS			
CITY/TOWN/VILLAGE, PROVINCE/STATE, COUNTRY		POSTAL/ZIP CODE	
HOME/CELL PHONE NUMBER (INCLUDE AREA CODE)		WORK PHONE NUMBER (INCLUDE AREA CODE)	

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DETAILS OF NAME CHANGE

PREVIOUS SURNAME		PREVIOUS GIVEN NAME(S)	
NEW SURNAME		NEW GIVEN NAME(S)	
SEX	DATE OF BIRTH MONTH DAY YEAR MMM DD YYYY	BIRTHPLACE (CITY/TOWN/VILLAGE, PROVINCE/STATE, COUNTRY)	

YOUR RELATIONSHIP TO EVENT

Self Parent (if child under 19 years of age) Other:*

Note: Certificates are available for legal name changes only and not for name changes due to using a spouse's surname after marriage.

Reason certificate is required: _____

Your signature: **X**

- *If your relationship to the event is "Other", you MUST provide:
1. Documentation to support your relationship to the event.
 2. A written explanation of why the Change of Name Certificate is needed.

SERVICES REQUIRED

The fee includes the cost of the search of our records. A certificate is generated upon confirmation of a record held. If no record of the event is found, the fee is applied to the search process.

- Regular service** - \$27.00 per certificate (Average 2 to 5 business days processing time, plus regular mail delivery time.)
- Courier service†** - \$60.00 per certificate (24-hour processing time, plus courier delivery time to shipping destination.)

†NOTE: Courier delivery is NOT made to post office boxes, apartment complexes, Super Box (community) mailboxes or basement suites. Instead, a Delivery Notice Card is left with instructions to collect the delivery at the nearest postal outlet. ID and signature are required at pickup.

CONTACT US

Mailing Address: Vital Statistics Agency, PO Box 9657 Stn Prov Govt, Victoria BC V8W 9P3
Telephone: (Victoria & Outside B.C.) 250 952-2681, (within B.C.) 1 888 876-1633
Web: www.gov.bc.ca/vitalstatistics

Apply for services in person at any Service BC Centre. Visit www.servicebc.gov.bc.ca for your nearest location.

FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY

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.

PAYMENT METHODS

- Cheque or Money Order payable to the Minister of Finance. (Postdated cheques are not accepted.)
 - Credit Card: Please bill my: Visa MasterCard American Express
- Interac/Cash payments can be made in person at a Service BC Centre. Visit www.servicebc.gov.bc.ca to find a location near you.

Card holder name: _____ **PRINT** card holder name as shown on credit card

Card holder signature: **X**

Credit Card #: _____ Expiry date: _____

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

Amount Enclosed \$ _____
