

Victorian Registry of Births, Deaths and Marriages

Office Use Only

APPLICATION FOR COMMEMORATIVE BIRTH CERTIFICATE

BY MAIL: GPO Box 4332, Melbourne, Victoria, 3001, Australia

IN PERSON: Ground floor, 595 Collins Street, Melbourne
8.30am - 4.30pm Monday to Friday (excluding public holidays)

Certificate style	Quantity	Price*	Subtotal
Classic		\$45.00	\$.
Australian Blue		\$45.00	\$.
Australian Pink		\$45.00	\$.
Victorian Bird		\$45.00	\$.
Victorian Flora		\$45.00	\$.
Victorian Fauna		\$45.00	\$.
Victorian Aboriginal		\$45.00	\$.
Victorian Footprints		\$45.00	\$.
Total price (not subject to GST)			\$.

Commemorative birth certificates are not recognised proof of identity documents. If you require a certificate for identity purposes, most organisations require a standard certificate.

*All prices listed on this form are subject to change. Current fees may be confirmed at www.bdm.vic.gov.au

YOU MUST PROVIDE PROOF OF YOUR IDENTITY WITH THIS APPLICATION - SEE PAGE 2

COMMEMORATIVE BIRTH CERTIFICATE DETAILS:
If this application relates to a person other than yourself, written authority and identification from that person may also be required. Please read the Registry's Access Policy for further details.

Registration No. (if known)		Place of birth <i>Town and State</i>	
Date of birth	Day Month Year / /	Or years to be searched	From to
Family name (at birth)		Given names	
Other family name used		Present age	
Father's name	Family name	Given names	
Mother's name	Maiden name (surname at birth)	Given names	

PLEASE USE BLOCK LETTERS

APPLICANT'S DETAILS See page 2 for Proof of Identity requirements

I declare that the statements made in this application are true and correct. I understand that this application will remain the property of the State of Victoria and that some or all of the information provided on this form, and some or all of the documents submitted as Proof of Identity, may be disclosed to and/or verified with Commonwealth agencies responsible for immigration, passports and citizenship, with State Registrars responsible for births and electoral registration, with driver licensing authorities, credit authorities and law enforcement agencies.

Applicant's name		Signature of applicant	
Applicant's address	Postcode	Daytime telephone No.	
Postal address if different to above	Postcode	Fax number.	
Reason certificate is required		Relationship of applicant	

PAYMENT DETAILS

Enclosed is a Cheque/Money Order for \$														
or debit my <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Amex for: \$.....														
Card number												Expiry date		
Name on card									Signature of cardholder					

IDENTIFICATION REQUIREMENTS

You MUST provide proof of your identity when you apply for a birth certificate if:

- **the birth occurred within the last 100 years, or**
- **the birth occurred more than 100 years ago and the person is still living.**

The following provisions apply:

- You must provide three (3) forms of identification for yourself (as applicant) from the lists below.
 - You should provide one (1) form of identification from **each** list.
 - If you are unable to provide identification from **List 1** you must provide two (2) forms of identification from **List 2** and one (1) form of identification from **List 3**.
- If this certificate relates to an adult person other than yourself, you must also provide:
 - Written consent or authority from that person or from a person authorised under the Access Policy.
 - Three (3) forms of identification from that person from the lists below.

All proof of identity documents, except foreign passports, must be current.

All utility accounts, bank statements and rates notices must show current residential address and should be issued within the last six months from date of application.

All photocopied documents (from List 1, 2 and 3) **MUST** be authenticated by a member of Police. **Do not** send in original documentation via mail.

If applying in person at the Registry, bring original documents.

Proof of identity documents sent by fax will **not** be accepted by the Registry.

LIST 1 Photo & Signature	LIST 2 Operating in the Community	LIST 3 Residential Address
<ul style="list-style-type: none">• Australian passport• Australian driver licence (or learner permit)• Australian firearm licence• Overseas passport	<ul style="list-style-type: none">• Australian citizenship certificate• Birth certificate issued in Australia• Credit card or ATM card• Department of Veterans' Affairs card• Australian security guard or crowd control licence• Student or tertiary identity card• Medicare card• Working with Children Check card	<ul style="list-style-type: none">• Utility account (including gas, water, electricity, mobile or home phone)• Bank statement (including passbook, credit, savings or cheque accounts)• Rates notice• Current lease or tenancy agreement

PLEASE NOTE:

Children under the age of 18 years who do not have any identification from the above lists should present:

- Student ID card (or current report card)
- Medicare card showing child's name
- Current bill (mobile phone)

PRIVACY STATEMENT

In line with the *Information Privacy Act 2000*, the Registry is collecting this information so that it can determine your eligibility to obtain the requested certificate and to prevent fraud.

A copy of the Registry's Privacy Policy is available at www.bdm.vic.gov.au or by contacting 1300 369 367.

If you do not provide all of the information requested, particularly that relating to the reason the document is required and your relationship to the registered person, then you may not be provided with the certificate.

Further, if you knowingly make a false or misleading representation on the application form, you may be guilty of an offence under section 53 of the *Births, Deaths and Marriages Registration Act 1996*. Penalties apply.

Access to a copy of this application form may be obtained from the Registry, or under the provisions of the *Freedom of Information Act 1983*.