

ACR

Form 209

**ACT GOVERNMENT**

Births, Deaths and Marriages Registration Act 1997
Registrar-General's Office

APPLICATION TO CORRECT A REGISTER**PRIVACY COLLECTION STATEMENT (PRIVACY ACT 1988 (C'WLTH))****PRIVACY NOTES**

The *Births, Deaths and Marriages Registration Act 1997* authorises the Registrar-General to collect the information required by this form in processing your application. The Registrar-General prevents any unreasonable intrusion into a person's privacy in accordance with the *Privacy Act 1988 (C'wlth)*. However, the Registrar-General provides identifiable information to law enforcement organisations and authorised organisations that have the legal authority to request information under prescribed circumstances.

GENERAL INFORMATION

This form can be used to correct information kept in a register by the Registrar-General. This form may not be used to change the name of a child. An application to register a change of name for a child form must be completed and lodged for this purpose. If the correction relates to a birth registration for a child, both parents named on the certificate must sign and provide identification. If one parent is deceased, a copy of the death certificate is required. If the correction relates to a death registration, an immediate family member or the person who provided the information at time of registration must sign and provide identification. Please note that causes of death can only be changed by the medical practitioner who supplied the original information or by the coroner's office in the case of a coronial. If the correction relates to a marriage registration either party may apply to correct information relating to their details, however both parties must sign and provide identification. If one party is deceased a death certificate is required. In each circumstance, evidence of the correct information is required.

FEES CURRENT TO 30 JUNE 2007

There is no fee to lodge an application to correct a register, however a fee does apply if a new certificate is required after the correction is made. If you wish to apply for a certificate after the correction is made please complete an application for certificate form.

CONTACT DETAILS

The Registrar-General's Office is located in Allara House, corner of Allara Street and Constitution Avenue, Canberra City. Our postal address is PO Box 225, Civic Square ACT 2608. Our office hours are 8:30am to 4:30pm Monday to Friday. You may also download forms and information from our website at www.rgo.act.gov.au or contact this office on (02) 6207 0460.

WITNESSES TO SIGNATURES AND CERTIFIED COPIES OF DOCUMENTS

If you are lodging this application in person you must supply original identification documentation. If sending your application by post you must have the identification documents certified as true copies of the original documents by a Justice of the Peace, Solicitor or Police Officer. If you are lodging this application in person all signatures may be witnessed by Births, Deaths and Marriages staff within the Registrar-General's Office. If you are sending your application by post all signatures must be witnessed by a Justice of the Peace, Solicitor or Police Officer.

Telephone Interpreter Services

If English is not your first language, and you need help with this form, please telephone 131 450 for assistance 24 hours a day.

ENGLISH	If you need interpreting help, telephone:
ARABIC	إذا احتجت لمساعدة في الترجمة الشفوية، اتصل برقم الهاتف:
CHINESE	如果你需要传译员的帮助，请打电话:
CROATIAN	Ako trebate pomoć tumača telefonirajte:
GREEK	Αν χρειάζεστε διαμεγνέα τηλεφωνήστε στο
ITALIAN	Se avete bisogno di un interprete, telefonate al numero:
MALTESE	Jekk għandek bżonn l-għajjnuna t'interpretu, ċempel:
PERSIAN	اگر به ترجمه شفاهی احتیاج دارید به این شماره تلفن کنید:
PORTUGUESE	Se você precisar da ajuda de um intérprete, telefone:
SERBIAN	Ako vam je potrebna pomoć prevodnioca telefonirajte:
SPANISH	Si necesita la asistencia de un intérprete, llame al:
TURKISH	Tercümana ihtiyacımız varsa lütfen telefon ediniz:
VIETNAMESE	Nếu bạn cần một người thông-ngôn hãy gọi điện-thoại:

TRANSLATING AND INTERPRETING SERVICE
131 450

Canberra and District 24 hours a day, seven days a week

ACR

Form 209

**ACT GOVERNMENT***Births, Deaths and Marriages Registration Act 1997***Registrar-General's Office**

Registration No

APPLICATION TO CORRECT A REGISTER**PART A – DETAILS OF APPLICANT**

Surname

Given names

Current residential address

Postal address if different from residential

Postcode

Postcode

Telephone number during business hours

E-mail address

PART B – DETAILS OF CORRECTION

EXISTING DETAILS TO BE CHANGED IN THE REGISTER OF-

BIRTHS DEATHS OR MARRIAGES **CORRECT DETAILS TO REPLACE EXISTING INFORMATION**

PART C – PARTY 1 DECLARATION

I,	being a (occupation)	
of (address)		Postcode

hereby apply to the Registrar-General to correct the information as described above and solemnly and sincerely declare that the statements made in this application are true and correct by virtue of the *Statutory Declarations Act 1959* and are subject to penalties provided by that Act for making false statements.

Declared at (suburb/town)

State/Territory

Applicant's signature

Dated on

Before me (signature of witness)

Qualification of witness (JP, Solicitor, Police Officer or BDM Staff)

Telephone contact of witness

Full name of witness

Address of witness

PART D – PARTY 2 DECLARATION IF REQUIRED

I,	being a (occupation)	
of (address)		Postcode

hereby apply to the Registrar-General to correct the information as described above and solemnly and sincerely declare that the statements made in this application are true and correct by virtue of the *Statutory Declarations Act 1959* and are subject to penalties provided by that Act for making false statements.

Declared at (suburb/town)

State/Territory

Applicant's signature

Dated on

Before me (signature of witness)

Qualification of witness (JP, Solicitor, Police Officer or BDM Staff)

Telephone contact of witness

Full name of witness

Address of witness