



Change of name for children

Instruction and Application Booklet

Please read the instructions carefully before completing the application sections of this booklet.

Vital Statistics Branch
506-453-2385



Service
New
Nouveau Brunswick

You must send additional documents along with this application.

If your child was born in Canada send:

- All original birth certificates.
- If your child was born in New Brunswick and you are requesting a surname change, a long form birth certificate is required to be filed with your application. Please note if you do not have this document, you may include the additional fee and the document will be obtained on your behalf and remain on file.
- If you do not have a birth certificate and your child was NOT born in New Brunswick, you must apply for a birth certificate from the province/territory where the child was born and submit the certificate with the change of name application. Long form birth certificates are required for all given and surname changes and will remain in the file.
- If the name of the child has been previously changed, you must return any original documents from the issuing authority such as the "Certificate of Change of Registered Name" or Court Order.

If your child was born outside of Canada, and is a Canadian citizen you must send the following documents:

- Photocopy of Canadian Citizenship Card (both sides).
- Photocopy of original birth certificate or photocopy of certified copy of birth registration from country at birth. If the birth certificate was issued in a language other than French or English, you will need to provide a translation completed by a qualified, impartial translator (stamp or seal is required).
- Photocopy of the child's current passport.

If your child is a Landed Immigrant/Permanent Resident send:

- Photocopy of Canadian Record of Immigration Landing or Confirmation of Permanent Residence document.
- Photocopy of Permanent Residence Card (both sides).
- Photocopy of original birth certificate or photocopy of certified copy of birth registration from country at birth. If your birth certificate was issued in a language other than French or English, you will need to provide a translation completed by a qualified, impartial translator (stamp or seal is required).
- Photocopy of the child's current passport.

IMPORTANT

If the child was born outside of Canada and you cannot obtain a copy of the birth certificate issued by the country in which the child was born, include a written explanation as to why you are unable to do so.

You must disclose any ongoing legal proceedings in relation to the parentage or custody of your child. If a custody order has been obtained, please provide a copy of it with this application.

Additional evidence to support a change of name application may be required. Photocopies of additional evidence may be acceptable. However, Vital Statistics reserves the right to request original or certified copies.

Application for a Change of Name of a Child by a Parent (15 Years of Age or Younger)

All sections of this booklet must be completed. If a section does not apply, indicate "Not Applicable" on the form.
IMPORTANT: Applications that do not include the required documents, fees or information will be considered incomplete and result in processing delays.

If additional information is required, please telephone the Vital Statistics Office at (506) 453-2385.

SECTION 1 – Personal Information of Applicant (Parent) – To be eligible the applicant must have resided in New Brunswick for a minimum of three months.

Your name: _____
First Name Middle Name(s) Last Name or Surname

Your address: _____
Number Street

City, Town or Other Province Postal Code

Your date of birth: ____/____/____ Telephone: _____
Year Month By Name Day Home Business

Your place of birth: _____ Medicare No. _____
City, Town, Village or Other Province or State and Country

How are you related to the child? Mother Father Other (Please specify) _____

Name of child on birth certificate: _____
First Name Middle Name(s) Last Name or Surname

Proposed name of child: _____
First Name Middle Name(s) Last Name or Surname

SECTION 2 – Personal Information of Child

Sex: Female Male

Date of birth: ____/____/____ Place of birth: _____
Year Month By Name Day City, Town Province, State and Country

Father's name: _____
First Name Middle Name(s) Last Name or Surname

Father's address: _____
Number Street

City, Town or Other Province Postal Code

Mother's maiden name: _____
First Name Middle Name(s) Last Name or Surname

Mother's address: _____
Number Street

City, Town or Other Province Postal Code

Child's address: _____
Number Street

City, Town or Other Province Postal Code

If the address of the Child has changed within the last 12 months, please state the previous address(es):

Number Street City, Town or Other Province Postal Code

Note: In addition to the natural or adoptive parent, a parent may include a person with whom a child ordinarily resides and who demonstrates a settled intention to treat the child as a child of that person's family.

SECTION 3 – Information of Other Parent

To be completed if there is another parent in the child's life such as a step-parent. If requesting a surname change, consent is also required in Section 9.

First Name Middle Name(s) Last Name or Surname

Your address: _____
Number Street

City, Town or Other Province Postal Code

SECTION 4 – Previous Name Change(s)

If the name of the child has been previously changed, please provide the following information:

Name changed from: _____
First Name Middle Name(s) Last Name or Surname

To: _____
First Name Middle Name(s) Last Name or Surname

Date of change: ____/____/____ Where was the name change completed? _____
Year Month By Name Day Province or State and Country

Please note that you must return any original documents you may have received due to a legal name change such as a certificate of change of registered name. Please include the document with this application, if applicable.

SECTION 5 – Reason for Name Change

Please explain how it is in the child's best interest to change his/her name:

SECTION 6 - Declaration of Sponsor – The sponsor confirms the identity of the applicant and states they have known the applicant for at least two years and is not a family member. The declaration must be made before a Commissioner of Oaths or Notary Public.

I, _____
First Name Middle Name(s) Last Name or Surname

of _____
Number Street

City, Town or Other Province Postal Code

Hereby declare that the child named in this application for a change of registered name is the:

Son Daughter Other (Please specify): _____

of _____ (mother)
First Name Middle Name(s) Last Name or Surname

and _____ (father/parent)
First Name Middle Name(s) Last Name or Surname

and that I have personally known the Applicant for at least two years.

Signature of Sponsor

Declared before me at _____ in the County of _____

Province of _____ this ____/____/____
Year Month By Name Day

Signature

Notary Public or Commissioner of Oaths (Please indicate your legal capacity by using a stamp or seal.)

Complete Address:

Number

Street

City, Town or Other

Province

Postal Code

SECTION 7 - Declaration of Applicant – Your declaration must be made before a Commissioner of Oaths or Notary Public.

Mother Father Other (please specify) _____

I, _____
First Name Middle Name(s) Last Name or Surname

of _____
Number Street

City, Town or Other Province Postal Code

solemnly declare that the statements made in this application are true, that the application is made in good faith and for no improper purpose and confirm there are no legal proceedings ongoing in relation to the parentage or custody of the child.

Signature of Applicant _____

Declared before me at _____ in the County of _____

Province of _____ this ____ / ____ / ____
Year Month By Name Day

Signature

Notary Public or Commissioner of Oaths (Please indicate your legal capacity by using a stamp or seal.)

Complete Address:

Number Street

City, Town or Other Province Postal Code

SECTION 8 - Consent of Child

This section must be completed by the child if 12 years of age or older. The child's signature must be witnessed by a person authorized to solemnize marriages under the *Marriage Act* or a health professional i.e. physician or psychologist licensed in the province of New Brunswick.

I, _____
First Name Middle Name(s) Last Name or Surname

of _____
Number Street

City, Town or Other Province Postal Code

I am the Son or Daughter Other (Please specify)

of _____ (mother)
First Name Middle Name(s) Last Name or Surname

and _____ (father)
First Name Middle Name(s) Last Name or Surname

Hereby consent to the change of my name,

FROM _____
First Name Middle Name(s) Last Name or Surname

TO _____
First Name Middle Name(s) Last Name or Surname

Signature of Child (12 years of age or older) DATED the ____/____/____
Year Month By Name Day

Name of Witness (Print) DATED the ____/____/____
Year Month By Name Day

Signature of Witness Address of Witness

License/Registration Number

Please check one:

- Health professional – physician or psychologist licensed to practice in the Province of New Brunswick.
 Person authorized to solemnize marriages under the New Brunswick *Marriage Act*.

SECTION 9 – Consent of Parent(s)

Written consent of all other parents of the child must be provided. An adult, excluding the applicant and extended family, must witness the signature of the other parent(s).

I, _____
First Name Middle Name(s) Last Name or Surname

of _____
Number Street

City, Town or Other Province Postal Code

HEREBY CONSENT TO A CHANGE OF REGISTERED NAME OF:

_____ of whom I am _____
First Name(s) of Child Last Name or Surname Relationship

FROM _____
First Name Middle Name(s) Last Name or Surname

TO _____
First Name Middle Name(s) Last Name or Surname

_____ DATED the _____ day of _____, 20____
Signature of Person Consenting

Signature of Witness Address of Witness

ADDITIONAL PARENT

I, _____
First Name Middle Name(s) Last Name or Surname

of _____
Number Street

City, Town or Other Province Postal Code

HEREBY CONSENT TO A CHANGE OF REGISTERED NAME OF:

_____ of whom I am _____
First Name(s) of Child Last Name or Surname Relationship

FROM _____
First Name Middle Name(s) Last Name or Surname

TO _____
First Name Middle Name(s) Last Name or Surname

_____ DATED the _____ day of _____, 20____
Signature of Person Consenting

Signature of Witness Address of Witness

Fee Schedule – Change of Name Act

Effective April 2017

	Fees
1. The fee to change a registered name that includes a LAST NAME is: <ul style="list-style-type: none">• This includes one Change of Name Certificate	\$130
All requests for change of LAST NAME must be accompanied by a long form birth certificate indicating the names of the parents as issued by the Vital Statistics Office in your province of birth. If your child was born in New Brunswick, and you don't have this document, you may submit an additional fee of \$45 to this office. A baptismal certificate is not acceptable. Please note this certificate is non-returnable.	\$ 45
2. If at the same time, a parent makes an application to change the registered name of their additional children, the fee for each child is: <ul style="list-style-type: none">• This includes one Change of Name Certificate.	\$ 65
3. The fee for a Change of FIRST NAME and/or MIDDLE NAME(S) only is: <ul style="list-style-type: none">• This includes one Change of Name Certificate.	\$115
4. The fee for each duplicate Change of Name Certificate is:	\$ 20
5. The fees for amended birth certificates are: <ul style="list-style-type: none">• Short form birth certificate• Long form birth certificate	\$ 45 \$ 45
6. A cheque or money order made payable to Service New Brunswick in the required amount must accompany each application. Mail to: Service New Brunswick Vital Statistics P.O. Box 1998 Fredericton, N.B. E3B 5G4	

IMPORTANT: Applications that do not include the required documents, fees or information will be considered incomplete and result in processing delays.

NOTE: \$50 is non-refundable if the application is withdrawn or rejected.