

**A NSW Single Status Certificate may be required if you intend to be married overseas or if you are returning to your country of residence to be married. You may use the Single Status Certificate to show that you are not currently married in NSW.**

## Certificate entitlement

If you are applying for your own certificate, you must provide:

- Three forms of your own ID (see below).

If you are applying for a certificate on behalf of another person, you must provide:

- A Letter of Authority (available at: [www.nsw.gov.au/bdm](http://www.nsw.gov.au/bdm)) giving permission from the person named on the certificate. Please include their address, phone number and signature.
- Three forms of ID from the person giving permission (see below).
- Three forms of your own ID (see below).

## Identification (ID)

Please provide at least three forms of ID, one of each from categories 1, 2 and 3. If you are unable to provide ID from categories 1 and 2, you must still provide at least three forms of ID. At least two of these must be from category 3.

All documents except foreign passports must be current.

### Category 1

**If born in Australia:**

- An Australian birth certificate

**Record of immigration status:**

- Citizenship certificate
- New Zealand citizenship certificate
- New Zealand birth certificate

### Category 2

- Australian driver's licence
- Australian passport
- Firearms licence
- Foreign passport
- Proof of age card

### Category 3

- Medicare card
- Credit or debit card
- Centrelink or Department of Veterans Affairs card
- Security guard/Crowd control licence
- Tertiary education institution ID card

### Category 4

- Recent utility account with current residential address (issued within last three months)

## Your right to privacy

To protect your privacy, the Registry requires proof of your identity. In line with the *NSW Births, Deaths and Marriages Registration Act 1995* and the *Privacy and Personal Information Protection Act 1998*, the Registry collects information to determine your eligibility to obtain a certificate and to prevent fraud. Information may be used for statistical purposes and by law enforcement agencies, and other uses by law. Please read the policy on our website:

**Your Right to Privacy.**

## Disclosure of information

When you complete this application form, understand that you have consented to the release of information provided by you, to those agencies who may be able to validate that information in support of your application.

It is extremely important that all your identity documents are accurate and reflect your correct identity information.

Documents provided as proof of identity may have their authenticity verified through the National Document Verification Service (DVS).

## What is a Single Status Search?

This search checks if you were legally married in NSW from the age of 16 to the present date. If you were previously married, the search starts from the end of that marriage. If you arrived in Australia after you turned 16, and have not married, the search starts from your date of arrival.



### Lodging by post

GPO Box 30  
SYDNEY NSW 2001



### Lodging in person

Service NSW service centres  
[service.nsw.gov.au](http://service.nsw.gov.au)



### Phone: 13 77 88

- Monday to Friday (7am-7pm)



### Hearing/Speech impaired, phone:

- TTY 133 677
- NRS 1300 555 727



### Translating and Interpreting, phone:

- TIS National 131 450

# NSW Single Status Certificate Application



Registry of Births  
Deaths & Marriages

