

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).

## 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. The certificate fee includes an initial 10-year search. For each decade or part thereof searched above this, an additional fee applies.

## 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
- 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)

## Privacy

The Registry is collecting the information in this form so that we can respond to your request. You do not have to provide your information to us but, if you do not, we will not be able to provide the service you have requested. For information about how we handle your personal information, including who we may disclose it to, see our [Privacy Collection Notice](https://www.nsw.gov.au/births-deaths-marriages/about-us/privacy-collection-notice), available at <https://www.nsw.gov.au/births-deaths-marriages/about-us/privacy-collection-notice>.

## Warning

Please be aware that it is an offence under Part 5A of the *Crimes Act 1900* to provide false or misleading information or documents and it is an offence under the *Births, Deaths and Marriages Registration Act 1995* to make a false or misleading representation in an application, notice or document.



#### Lodging by post

GPO Box 30  
SYDNEY NSW 2001



#### Lodging in person

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



# NSW single status certificate application

Births Deaths and Marriages Registration Act 1995 ABN 81 913 830 179. GPO BOX 30 Sydney NSW 2001.



**PRINT clearly in BLACK pen and complete all details.**

**Do you require Priority processing of your application?** Yes Fee applies, see website for details. International Registered Post

Reason certificate is required  
(e.g. passport)

Your relationship to the registered person  
(e.g. self, parent, guardian)

## Applicant's details (person completing this form).

**Please provide copies of three forms of current identification with your application.**

Family name

First given name

Other given name/s

Company name  
(if applicable)

Company reference number  
(if applicable)

Current address

Suburb/Town

State/Territory

Postcode

Country

Postal address  
(if different from above)

Suburb/Town

State/Territory

Postcode

Country

Phone number

Email

Signature  
of applicant

I have read and understand all the instructions in this document including the information about privacy. I declare that the information I have provided is true and correct. I understand that it is an offence under Part 5A of the *Crimes Act 1900* to provide false or misleading information or documents and that it is an offence under the *Births, Deaths and Marriages Registration Act 1995* to make a false or misleading representation in an application, notice or document.

## Details of search required

Date of birth

Sex Male  Female  Other

Age at present

(*'Other'* refers to indeterminate/intersex/unspecified)

### Place of birth

Country

Suburb/Town/City

State/Territory

Date of arrival  
in Australia

If previously married, date of divorce/death of spouse

Period to be searched  
(Note, each extra 10 year search or part thereof incurs a cost)

From

To

Family name

Family name at birth

First given name

Other given name/s

Place of birth  
(Suburb/Town/City)

### Parent 1 details

Family name  
(Current)

Family name at birth

First given name

Other given name/s

### Parent 2 details

Family name  
(Current)

Family name at birth

First given name

Other given name/s

**Payment details** (complete this section for mail applications only). Please refer to [www.nsw.gov.au/bdm](http://www.nsw.gov.au/bdm) for fees.

Total Amount \$

Please debit my: AMEX

Mastercard

Visa

Contact Service NSW on 13 77 88 to discuss alternate payment methods if required

Card number

Name of  
cardholder

Expiry date

Signature  
of cardholder