

Revoke a registered relationship application

About this application

You can use this application to apply to revoke your registered relationship in NSW. Only the parties to a registered relationship can apply to revoke that relationship. One or both of the parties may apply.

Revocation of registration

Once your application has been checked and everything is complete and correct, it can be processed.

A 90-day cooling off period begins when the application is complete and correct, before the relationship can be revoked. A

The registration of a relationship is automatically revoked by the death or marriage of a party to the relationship. A court may make an order declaring the registration of a relationship void.

Revoking by yourself

1. Complete and copy the original Service of Revocation Statement (on page 3).
2. Serve the copy of the Service of Revocation Statement by either:
 - Posting by registered post to your registered partner's last known address; or
 - Delivering the copy yourself; or
 - Emailing a copy of the document to the person's email address.
3. Include the original Service of Revocation Statement on page 3 in your application submission.

Revoking together

Both must complete the separate statutory declarations in Part A and Part B.

Authorised witness

The following authorised witnesses can certify identity documents and witness the signing of statutory declarations:

- Justice of the Peace (JP). Find a JP at: www.jp.nsw.gov.au
- Notary Public
- Legal Practitioner - Solicitor/Barrister (holding a current practising certificate).
- British or Australian Consular Officer
- Judge or Magistrate
- A person authorised to administer an oath under Section 26 of the *Oaths Act 1900*.

Notice to withdraw

- If both parties have applied to revoke the relationship, either party can apply to withdraw the application to revoke the relationship during the cooling off period.
- If one party has applied to revoke the relationship, only this party can apply to withdraw the application to revoke the relationship during the cooling off period.
- There is no fee to withdraw, but application fees are non-refundable.
- The notice to withdraw application is available on our website.

Privacy

The Registry is responsible for the administration of legislation including the *Births, Deaths and Marriages Registration Act 1995* and the *Relationship Register Act 2010* and the regulations made under those Acts. We collect information under those Acts in order to register NSW life events accurately and securely in perpetuity, ensuring their integrity and confidentiality.

The Register is a permanent historical record and part of the civil records of NSW. It is not available for public scrutiny. Information held in the Register is used to issue certificates in accordance with our Access Policy and can be used for a range of other purposes including statistical analysis, medical research, community planning and law enforcement.

When you complete this form, we use the information that you provide to us to respond to your request (which may include determining your eligibility and making a decision on your application) and to prevent fraud. We may disclose your personal information to a third party to verify that the information that you have provided to us is correct.

For more information about how we handle personal information, including who we may disclose it to, please read our Privacy Collection Notice, available at www.nsw.gov.au/births-deaths-marriages/about-us/privacy-collection-notice.

How to submit your application

By post

Please post this application and copies of identity documents to:

Amendments Team
NSW Registry of Births, Deaths & Marriages
GPO Box 30, Sydney NSW 2001.

Note: do not post original identity documents.

In person

To submit in person, find your local Service NSW Centre at www.service.nsw.gov.au.

Bring your original identity documents for staff to check and scan.

Translating and Interpreting Service

Phone: 131 450
NRS: 1300 555 727 (hearing or speech impaired)

Accepted proof of identity documents

- Each applicant must provide one form of identity from each list, and identification must be current (not expired).
 - If submitting your application at a Service NSW Centre, you must bring the original identity documents.
 - If applying by post, include copies of each identity document. Do not post original identity documents to the Registry.
- Overseas identity documents must be current and in English or translated into English by an accredited translator such as the National Accreditation Authority for Translators and Interpreters (NAATI). Translation of the document is not required if it is written in multiple languages and one of those languages is English.

List 1: Core proof of identity document (provide one from this list)

- Australian birth certificate
- Citizenship certificate
- ImmiCard
- Citizenship by Descent certificate.

List 2: Link between your photo and signature (provide one from this list)

- Australian passport (either current, or expired within the last 3 years)
- Foreign passport (with authorised translation if not in English)
- Australian driver licence
- Proof of age card, or photo card issued by a government agency
- Australian visa (using your foreign passport)
- NSW Corrective Services certificate
- Australian firearms licence.

List 3: Evidence of your name in the community (provide one from this list)

- Medicare card
- Private health care card
- Centrelink concession card or other entitlement card
- Maritime Security Identity Card
- Aviation Security Identity Card
- Titre de Voyage
- Student or tertiary identity card
- Australian Department of Veterans' Affairs card
- Security licence
- Working with Children Check
- Driver licence (if not provided in list 2)
- Foreign birth certificate (with authorised translation if not in English)
- Any other foreign government issued document.

List 4: Proof of at least one partner's current NSW residency *PO BOXES and bank statements are not accepted.*

If at least one partner has already attached a proof of age card or photo card issued by an Australian government agency, a current driver licence or Centrelink card that contains your correct current NSW residential address, you are not required to attach any further documents for list 4.

Otherwise, provide one document from this list:

- Utility bill from the last 3 months (electricity, water or gas) with current residential address
- Council rates notice from the last 3 months
- Lease agreement accompanied with rental ledger history
- Superannuation fund statement
- Internet bill.

Note: If you change your residential address within the 28-day cooling off period, you must notify the Registry in writing with a certified copy of your updated Driver Licence, Centrelink Card, or any identity document listed on this page to minimise delays.

Don't have enough identity documents?

Complete the application with what you have, and we will be in contact with you.

Warning

It is an offence to make a false or misleading statement in any application or document under the *Births, Deaths and Marriages Registration Act 1995*. It is also an offence under Part 5A of the *Crimes Act 1900* to provide false or misleading information or documents. Penalties apply.

Read before completing form – important information

- All sections of this form must be completed.
- You can complete this form digitally, or you can print this form and fill it out with black or blue pen.
- Use BLOCK letters and write clearly.

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Service of Revocation Statement

(only complete if one partner is revoking a registered relationship by themselves)

Complete the following and deliver/post/email a copy of this page to the other registered person in the relationship.

I,

First name

Other given name/s or middle names (optional)

Family name (surname)

am serving this notice to the person named below in the registered relationship

First name

Other given name/s or middle names (optional)

Family name (surname)

to inform that I am applying to the NSW Births, Deaths & Marriages Registrar to revoke our registered relationship.

Signature

Date signed

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Part A – Applicant one statutory declaration

Note: Statutory declaration must be completed in the presence of an authorised witness (details on page 1).

Relationship registration number (e.g. 1234567/2025)

/

Details of the person completing this declaration

I, First name

Other given name/s or middle names (optional)

Family name (surname)

Date of birth

Place of birth

Current residential address

Street address

Suburb/Town/City

State/Territory

Postcode

Country

Contact details

Phone number

Email address

Complete below if you are revoking the registered relationship by yourself.

Complete below if you are revoking the registered relationship together with the other registered person.

Declare that I have served a copy of the application to revoke the registered relationship signed by me, on the person named below

Print full name of other registered person in the relationship
by (please tick the method of service which applies)

☐ Sending a copy by email to the person's last known email address; or

☐ Sending it by registered post addressed to the person's last known address; or

☐ Handing a copy of it to the person; or

☐ Putting it down in the presence of the person and telling them the nature of the document; or

☐ Leaving it as near as practicable to the person, being prevented from delivering it to them by violence or threat of violence.

on date:

at time:

Declare that I am in a relationship with

Print full name of other registered person in the relationship

Applicant two's current residential address of

Street address

Suburb/Town/City

State/Territory

Postcode

Country

Note: If you are revoking the relationship together with the other registered person in the relationship, the other registered person must complete the applicant two statutory declaration on page 7.

I have read and understand all the instructions in this document including the information about privacy. I declare that the information we 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.

Applicant one statutory declaration (continued)

- I declare I have read and understand all the information and instructions in this document including the information about privacy;
- I declare that all statements made in this declaration are true and correct; I am one of the persons in the registered relationship;
- I wish to revoke the registration of this relationship;
- I understand that this form remains the property of the State of New South Wales and that some or all of the information provided may be disclosed to persons or bodies with adequate entitlement to the information under the *Relationships Register Act 2010* or the Registry's Access Policy; and
- 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

I certify that I have read and understood the above declaration.

Signature of declarant/applicant one

Date signed

Witness declaration

An authorised witness who takes and receives a statutory declaration in NSW must confirm your identity before the declaration is made. If you have not known the authorised witness for at least 12 months, the authorised witness will need to sight one identity document (original or certified copy).

Authorised witness: I certified the following matters concerning the making of this statutory declaration by the person who made it.

Tick the box that applies:

☐ I saw the face of the person

☐ I did not see the face of the person because the person was wearing a face covering but I am satisfied that person had a special justification for not removing the covering

Tick the box that applies:

☐ I have known the person for at least 12 months

☐ I have not known the person for at least 12 months, but I confirmed the person's identity using an identification document and the document I relied on was:

Partner one identity document sighted

Declared at: Place

Date

on

Before me (signature of authorised witness)

Full name of authorised witness (blockletters)

Phone number

Work email address

Tick correct title of authorised witness:

☐ Justice of the Peace. Write JP number:

☐ Australian Consular Officer

☐ Legal practitioner (with current practising certificate)

☐ British Consular Officer

☐ Judge/Magistrate

☐ Public Notary

Part B – Applicant two statutory declaration

Note: Statutory declaration must be completed in the presence of an authorised witness (details on page 1).

Relationship registration number (e.g. 1234567/2025)

/

Details of the person completing this declaration

I, First name

Other given name/s or middle names (optional)

Family name (surname)

Date of birth

Place of birth

Current residential address

Street address

Suburb/Town/City

State/Territory

Postcode

Country

Contact details

Phone number

Email address

Declare that I am in a relationship with

Print full name of other registered person in the relationship

Applicant two's current residential address

of

Street address

Suburb/Town/City

Postcode

State/Territory

Country

I have read and understand all the instructions in this document including the information about privacy.
I declare that the information we 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.

Applicant two statutory declaration (continued)

- I declare I have read and understand all the information and instructions in this document including the information about privacy;
- I declare that all statements made in this declaration are true and correct; I am one of the persons in the registered relationship;
- I wish to revoke the registration of this relationship;
- I understand that this form remains the property of the State of New South Wales and that some or all of the information provided may be disclosed to persons or bodies with adequate entitlement to the information under the Relationships Register Act 2010 or the Registry's Access Policy; and
- 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

I certify that I have read and understood the above declaration.

Signature of declarant/applicant two

Date signed

Witness declaration

An authorised witness who takes and receives a statutory declaration in NSW must confirm your identity before the declaration is made. If you have not known the authorised witness for at least 12 months, the authorised witness will need to sight one identity document (original or certified copy).

Authorised witness: I certified the following matters concerning the making of this statutory declaration by the person who made it:

Tick the box that applies:

☐ I saw the face of the person

☐ I did not see the face of the person because the person was wearing a face covering but I am satisfied that person had a special justification for not removing the covering

Tick the box that applies:

☐ I have known the person for at least 12 months

☐ I have not known the person for at least 12 months, but I confirmed the person's identity using an identification document and the document I relied on was:

Partner two identity document sighted

Declared at: Place

Date

on

Before me (signature of authorised witness)

Full name of authorised witness (blockletters)

Phone number

Work email address

Tick correct title of authorised witness:

☐ Justice of the Peace. Write JP number:

☐ Australian Consular Officer

☐ Legal practitioner (with current practising certificate)

☐ British Consular Officer

☐ Judge/Magistrate

☐ Public Notary

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Part C – Certificate order quantity

You can order a certificate which confirms the relationship is revoked. Fees and processing times are available on our website at nsw.gov.au/bdm/processing-times

Optional: What quantity of certificate(s) do you require?

(Enter number)

Postal address

Use applicant one's address.

Use applicant two's address.

Use other address (complete details below)

Street address/PO Box

Suburb/Town/City

State/Territory

Postcode

Country

Part D - Secure payment process for postal applications

Please provide your email address below (please print clearly). After your application has been reviewed, you will receive an email from the Registry with a secure payment link. You can pay using a credit or debit card.

Alternatively, you can submit this application form and pay in person at a Service NSW Centre. Please visit www.service.nsw.gov.au/service-centre to find your nearest Service Centre.

More information on fees and processing times can be found at www.nsw.gov.au/bdm/processing-times

Email address