

Name to be Changed

First name Middle name/s Surname Date of birth – DD / MM / YYYY / /

Change Name to

Mr
 Ms
 Mrs
 Miss
 Dr
 Other

First name Middle name/s Surname

Other name/s commonly known by – *If applicable*

Male Female

Reason for Change and Required Documentation

Attach the relevant documentation to this form.

<input type="checkbox"/> Change of individual name due to marriage Attach a certified copy of Marriage Certificate.	<input type="checkbox"/> Change of individual name due to formal name change Attach a certified copy of Change of Name Certificate.
<input type="checkbox"/> Change of individual name due to divorce Attach a certified copy of Decree Nisi (court order) AND certified copy of Birth Certificate OR attach a certified copy of Marriage Certificate.	<input type="checkbox"/> Add middle name/s Attach a certified copy of acceptable form of ID showing requested name detail.
<input type="checkbox"/> Extension of first name Attach a certified copy of acceptable form of ID showing correct name details.	<input type="checkbox"/> Change of salutation No supporting documentation required.

Declaration and Acknowledgements

- I declare that the information provided on this form is correct and I understand that it is an offence to provide false or misleading information.
- I request that your records be updated to reflect the changes indicated.

Full name Date – DD / MM / YYYY / /

Signature – *Must be signed pen to paper*

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How to submit your documents

Clients

Please provide your completed and signed form with relevant supporting documents to your adviser.

If you are required to send Original Certified Copies of documents please send via post to:

AUSIEX, Locked Bag 3005, Australia Square NSW 1215

1800 252 351 service@ausiex.com.au ausiex.com.au

Advisers

Lodge this form and all supporting documents
ausiex.com.au > **Administration** > **eSubmit**

