

No record of marriage in Queensland application

Births, Deaths and Marriages Registration Act 2003

Office use only

Entry number

Date document produced:

Proof of identity is required with submission of this form. Please read the proof of identity requirements. Please print clearly and **do not** use block letters or correction fluid.

1. Applicant details (refer to proof of identity requirements)

Your relationship to the person	<input type="checkbox"/> Self	<input type="checkbox"/> Parent	<input type="checkbox"/> Other (please specify)
First name/s			
Surname			
Signature of applicant			
Reason search is required			
Date of application			
Current residential address <small>(Street, suburb, state and country)</small>			Postcode
Telephone <small>Daytime number</small>	After hours number		
*Mobile number	*Email		
<p>*By providing an email address and mobile number, I consent to the use of that email address and mobile number for BDM to provide me with electronic information and for contact via SMS and email that relates to this application. I understand that it is my responsibility to ensure that I have nominated a secure email address to BDM to send any related correspondence to. I acknowledge that it is my responsibility to ensure the security of that information upon receipt of it.</p>			

2. Postal details (Print name and postal address of person to whom the document/s is to be posted)

First name/s			
Surname			
Postal address <small>(Include state and country)</small>			Postcode
Type of post <small>(Tick one option)</small>	<input type="checkbox"/> Standard post (no additional fee) <input type="checkbox"/> Registered post <input type="checkbox"/> Express post		
	<input type="checkbox"/> International registered post		
<p>The personal information on this form is collected by the Registry of Births, Deaths and Marriages for the purpose of providing services and undertaking related activities.</p> <p>Only authorised person will have access to this information. Your details will not be disclosed to a third party without your consent unless the disclosure is authorised by law.</p>			

Important information

Once issued, the No record of marriage document cannot be emailed or faxed for security reasons.

If another country is involved, you should check with the relevant Embassy if your document needs to be legalised with an authentication or an apostille. The Department of Foreign Affairs and Trade provide document legalisation services and further information is available on their Smartraveller website <http://www.smartraveller.gov.au/services/legalising-documents-australia.html>



3. Marriage search details

If this application relates to a person other than yourself, written authority and identification from the person concerned is required. Refer to Proof of identity requirements on page 3 and the Certificate Access Policy.

Years to be searched <small>(eg 10/01/1999 to 10/01/2003)</small>	from		to	
Has the person been married before?	<input type="checkbox"/> Yes (please forward a photocopy of the death or divorce document) <input type="checkbox"/> No			
Date most recent marriage ended				

4. Other names used

Have you used other names?	<input type="checkbox"/> Yes (please forward a photocopy of change of name document) <input type="checkbox"/> No (Go to section 5)			
Does a search need to be made under this name?	<input type="checkbox"/> Yes <input type="checkbox"/> No (Go to section 5)			
Years to be searched <small>(eg 10/01/1999 to 10/01/2003)</small>	from		to	
First name/s				
Surname				

5. Birth details

First name/s				
Surname				
Date of birth		Sex	<input type="checkbox"/> Male	<input type="checkbox"/> Female
Place of birth				
Mother's name in full <small>including maiden surname</small>				
Father's/parent's name in full				

6. Payment details

a) I have enclosed a cheque or money order payable to the Registry of Births, Deaths and Marriages for		or	
b) Debit my credit card	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Visa	Expiry MM / YYYY
Card number			
Name on card			
Signature of cardholder			

Please note all prices are subject to change. Applications will be kept on file for 12 months. If no action has been taken by the applicant within that time to address requests from the registry, it will be presumed that the application is no longer required and fees may be refunded.

* Credit cards may not be accepted at courthouses and cannot be used over the telephone. The registry reserves the right to contact applicants where credit card details are incorrect or incomplete.

8. Submission options

Post to	Registry of Births, Deaths and Marriages PO Box 15188 City East Qld 4002
Lodge at	Level 32, 180 Ann Street, Brisbane or your local Queensland Magistrates Court (except the Brisbane Magistrates Court) or Queensland Government Agent Program (QGAP) office.
For further information visit www.qld.gov.au/rbdm or phone 13 QGOV (13 74 68), international callers +61 7 3022 6100	

For more information

For more information or help with completing this application:

- telephone **13 QGOV (13 74 68)**, international callers **+61 7 3022 6100**
- email bdm-mail@justice.qld.gov.au (applications and supporting documents cannot be emailed) or visit www.qld.gov.au/rbdm
- write to: Registry of Births, Deaths and Marriages, PO Box 15188, CITY EAST, QLD, 4002
- visit the Registry of Births, Deaths and Marriages at Level 32, 180 Ann Street, Brisbane, Queensland, or visit your local Queensland Magistrates Court (except the Brisbane Magistrates Court) or Queensland Government Agency Provider (QGAP).

Proof of identity requirements

Before a certificate, information or source document is released, an applicants entitlement to the document must be established and proof of identity produced in accordance with the Certificate Access Policy, Part 4 Proof of Identity Principles.

Applicants are required to provide:

- One form of identification from each list (at least one containing a signature); or
- If unable to provide identification from List 1, two forms of identification from List 2 and one form of identification from List 3 must be provided (at least one containing a signature).

Table 1: Proof of identity documents

Personal ID	Community ID	Home address evidence
<input type="checkbox"/> Australian photo driver licence <input type="checkbox"/> Australian passport <input type="checkbox"/> Overseas passport <input type="checkbox"/> Adult Proof of Age card (formerly 18+ card)	<input type="checkbox"/> Medicare card <input type="checkbox"/> Concession or Healthcare card <input type="checkbox"/> Student ID <input type="checkbox"/> School or other educational report, less than twelve months old <input type="checkbox"/> Salary advice or payslip <input type="checkbox"/> Private Health Provider ID card <input type="checkbox"/> Defence Force or Police Service photo ID card <input type="checkbox"/> Australian Firearms licence <input type="checkbox"/> Document of identity issued by the Passport Office <input type="checkbox"/> Naturalisation, citizenship or immigration certificate <input type="checkbox"/> Full birth certificate <input type="checkbox"/> Security guard/crowd control licence <input type="checkbox"/> Government employee photo ID card <input type="checkbox"/> Blue card	<p>Provide only the page containing your name and current home address details.</p> <input type="checkbox"/> Recent utility account (gas, electricity, home phone, etc) <input type="checkbox"/> Rent/lease agreement <input type="checkbox"/> Rates notice <input type="checkbox"/> Registration or driver licence renewal notice <input type="checkbox"/> Recent official correspondence from Government service providers (not from this agency) <input type="checkbox"/> Electoral enrolment document <input type="checkbox"/> Insurance policy notice

Proof of Identity documents are to be in the English language otherwise these must be translated by an accredited translator. The official translation document is to accompany the original documents.

The Registrar-Generals discretion in deciding acceptable proof of identity documents is not exhausted by the above lists. Decisions may be made by the Registrar-General on any unusual case that may fall outside the requirements of the above table.

Certification of photocopies of proof of identity documents

As part of establishing Proof of Identity, copies of documents submitted to the Registry in support of an application must be certified as a true and correct copy by a qualified witness.

The following persons are considered to be qualified witnesses and are able to certify photocopies of documents as being a correct copy of the document:

- Justice of the Peace
- Commissioner for Declarations
- Barrister/Solicitor
- Notary Public

Where applications are received at the Brisbane Registry, client service officers are able to sight original proof of identity documents submitted in support of an application.