



BIRTHS, DEATHS AND MARRIAGES  
OFFICE OF REGULATORY SERVICES  
Department of Justice and Community Safety

**NOTICE TO TERMINATE A  
CIVIL PARTNERSHIP**

*Civil Partnership Act 2008*  
*Births, Deaths and Marriages Registration Act 1997*  
*Birth, Deaths and Marriages Registration Regulations 1998*



**Form 220 - TCP**

**IMPORTANT INFORMATION**

This form can be used to apply to the Registrar-General to terminate a civil partnership. A civil partnership may also be terminated by the completion on this notice or by application to the Supreme Court. Applicants should be aware of their responsibilities under the *Civil Partnerships Act 2008* (the Act) and if they wish to terminate a civil partnership by order of the Supreme Court you should seek independent legal advice or contact the Supreme Court. You can view or download the Act from [www.legislation.act.gov.au](http://www.legislation.act.gov.au).

**GENERAL INFORMATION**

Either or both parties in a civil partnership may use this form in accordance with section 10 of the act, to give notice to the Registrar-General of the intention to terminate the civil partnership.

If the notice is given to the Registrar-General by only 1 party, it is effective only if:

- a copy of the notice has been served personally on the other party; and,
- the attached statutory declaration is completed by the person who served the termination notice, including the date on which it was served.

To serve this notice personally on a party, the person serving the notice must:

- give the party a copy of the notice;
- if the party does not accept the notice, put the copy down in the party's presence and tell the party in general terms what it is; or,
- if the person serving the notice is prevented from approaching the party by violence or threat of violence, or by a court order, put the copy down as near as practicable to, but in sight of the party.

At the end of 12 months after the day this notice is given to the Registrar-General the civil partnership is terminated unless

- the termination notice has been withdrawn;
- the Supreme Court makes an order that the termination notice is not effective to terminate the civil partnership; or,
- the civil partnership has already been terminated by the marriage or death of either party.

Upon termination of the civil partnership, the Registrar-General will give each party written notice that the civil partnership has been terminated on the date in the notice. The party or parties who gave this notice to the Registrar-General, before the end of 12 months after the day on which this notice was given to the Registrar-General, withdraw the termination notice. To withdraw a termination notice please complete a Notice of Withdrawal of Termination of a Civil Partnership form.

A civil partnership is terminated upon the death or marriage of either party.

Please note 3 forms of current identification must be provided upon lodgement of this form. If lodged by both parties, each person must provide 3 forms of identification.

**PRIVACY INFORMATION**

The *Births, Deaths and Marriages registration Act 1997* authorises the Registrar-General to collect the information required by this form. The Registrar-General prevents any unreasonable intrusion into a person's privacy in accordance with the *Privacy Act 1988* (C'wlth). The Registrar-General may provide identifiable information to law enforcement organisations and authorised organisations that have legal authority to request information under prescribed circumstances. Documents provided as proof of identity may have their authenticity verified through Certificate Verification System (CVS) and the Document Verification System (DVS). Documents produced by this office may also be verified by external agencies using CVS and/or DVS.

**CONTACT INFORMATION**

**Send completed forms to the** Office of Regulatory Services:

GPO Box 158, Canberra ACT 2601

**Lodge in person at the** Office of Regulatory Services:

255 Canberra Avenue, Fyshwick ACT 2609

**Office Hours:**

9:00am to 4:30pm Monday to Friday

**General enquiries telephone number:**

(02) 6207 0460

**Website address:**

[www.ors.act.gov.au](http://www.ors.act.gov.au)

**INSTRUCTIONS FOR COMPLETION**

- If completing this form by hand please print clearly and use a blue or black pen only.
- This office will not accept lodgement of this form if it is not completed in full.
- Any alteration to information provided on this form must be struck through with a blue or black pen and substitute information must be clear and all parties must sign in the margin. Do not use white out.
- If lodging the application in person, you must supply original identification documents.
- If lodging the application by post, you must have all identification documents and signatures witnessed by a person appropriately delegated under the *Statutory Declarations Act 1959* (C'wlth)
- The application for civil partnership may only be endorsed by the Registrar-General or Deputy Registrar-General.

If you require further information or need advice, a language assistance service is available by phoning the Translating and Interpreting Service (TIS) on 13 14 50.



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<b>Registration Number</b> (Office use only)	
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<b>Contact Phone number</b>	
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**DETAILS OF PARTNERS**

	<b>PARTNER 1</b>	<b>PARTNER 2</b>
<b>Surname</b> (As appears on your POI document)		
<b>Given Name(s)</b> (As appears on your POI document)		
<b>Occupation</b>		
<b>Usual Place of Residence</b>		
<b>Place of Birth</b> (City/Town, Australian State or Territory, or if born overseas, city/town and country)		
<b>Date of Birth</b>		
<b>Mother's Surname</b>		
<b>Mother's Given Name(s)</b>		
<b>Father's Surname</b>		
<b>Father's Given Name(s)</b>		

