



BIRTHS, DEATHS AND MARRIAGES
OFFICE OF REGULATORY SERVICES
Department of Justice and Community Safety
**NOTICE OF INTENTION TO ENTER INTO
CIVIL PARTNERSHIP**



Form 222 - NCP

Civil Partnerships Act 2008
Births, Deaths and Marriages Registration Act 1997
Births, Deaths and Marriages Registration Regulations 1998

IMPORTANT INFORMATION

This form can be used by eligible persons to give notice to a civil partnership notary and the registrar-general of their intention to make a declaration in accordance with section 8B of the *Civil Partnerships Act 2008*. In accordance with 6A(b) of the *Civil Partnerships Act 2008*, if the partners may marry under the *Marriage Act 1961*, they are not eligible for a civil partnership ceremony by a registered civil partnership notary. A civil partnership provides a way for two adults, over 18 years of age, who are in a relationship as a couple, regardless of their sex, to have their relationship legally recognised by registration as a civil partnership. To enter into a civil partnership the proposed civil partners must not be married, be in another civil partnership, or be in a prohibited relationship. A prohibited relationship between proposed civil partners is defined as being a lineal ancestor, lineal descendent or sibling or half sibling. At least one of the proposed civil partners must be a current resident of the Australian Capital Territory (ACT). Applicants should be aware of their responsibilities under the *Civil Partnerships Act 2008*. You can view or download the Act from www.legislation.act.gov.au.

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 Validation System (CVS) and the National Document Verification System (DVS). Documents issued 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

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 or correction tape.
- A copy of this notice must be provided to the registrar-general prior to the proposed partners making their declarations.
- The statutory declaration included within this form must be signed by a witness, qualified to sign statutory declarations under the *Statutory Declarations Act 1959*.
- The declaration at the ceremony must be made no earlier than five days, and no later than 18 months after the day this notice is given to the civil partnership notary.
- Upon receiving this notice, the civil partnership notary must give each proposed civil partner a written notice setting out the legal effect of a civil partnership.

TRANSLATING AND INTERPRETING SERVICE

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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DETAILS OF PARTNERS

	PARTNER 1	PARTNER 2
Surname (As appears on your POI document)		
Given Name(s) (As appears on your POI document)		
Occupation		
Usual Place of Residence (One of the parties must reside in the ACT)		
Place of Birth (City/Town, State or Territory, Country)		
Gender		
Date of Birth		
Relationship Status (other than with proposed civil partner)	<input type="checkbox"/> Single <input type="checkbox"/> Domestic Partnership <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced	<input type="checkbox"/> Single <input type="checkbox"/> Domestic Partnership <input type="checkbox"/> Widowed <input type="checkbox"/> Divorced
Mother's Surname		
Mother's Given Name(s)		
Father's Surname		
Father's Given Name(s)		

PROOF OF IDENTIFICATION (POI)

PARTNER 1		
<input type="checkbox"/> A Birth Certificate; or, (If born in Australia)	<input type="checkbox"/> Current Passport; or, (If born in Australia, an Australian Passport)	<input type="checkbox"/> Citizenship Certificate (If born outside Australia)
Certificate Number	Passport Number	Certificate Number

PARTNER 2		
<input type="checkbox"/> A Birth Certificate; or, (If born in Australia)	<input type="checkbox"/> Current Passport; or, (If born in Australia, an Australian Passport)	<input type="checkbox"/> Citizenship Certificate (If born outside Australia)
Certificate Number	Passport Number	Certificate Number

Evidence of Residency (Includes bills, bank statements etc that have an ACT residential address and are dated between 3 and 6 months prior to the application)
 List three forms of evidence

Date Notice Received by Registrar-General	/ /	Proposed Date of Declaration	/ /
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NOTE : THIS NOTICE MUST BE PROVIDED TO THE REGISTRAR-GENERAL BEFORE THE PROPOSED PARTNERS MAY MAKE THEIR DECLARATION.

