transfolk WA

Peer-led support
& advocacy

TIPS FOR CHANGING YOUR LEGAL NAME

FOR PEOPLE BORN IN WESTERN AUSTRALIA

2026

CHANGING YOUR LEGAL NAME

Changing your legal name can be a daunting process, so we've put together this guide to help. It includes a link to the required form, the cost, helpful hints and info on how to lodge the forms.

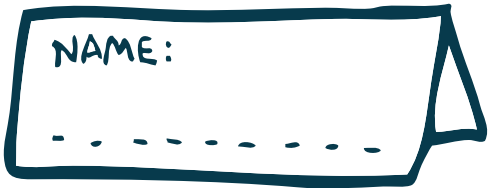
THE FORM

To change your legal name you will need to download, print and complete the form from the Registry of Births, Deaths and Marriages.

FOR PEOPLE OVER 18

Scan the QR code or click the link below to access the form.

https://www.wa.gov.au/system/files/2026-08/bdm400-register-a-change-of-name-adult_69277.pdf



FOR PEOPLE UNDER 18

Scan the QR code or click the link below to access the form.

https://www.wa.gov.au/system/files/2026-08/bdm401-register-a-change-of-name-child-under-18_69278.pdf

NOTE:

This guide is aimed at adults changing their legal name. The information will be relevant but not match the exact parts of the form.

Both parents will need to sign the form.

Legal aid has a useful fact sheet. You can find the factsheet via the link or QR code below:

https://www.legalaid.wa.gov.au/find-legal-answers/family/making-decisions-about-children/changing-names-children

COST

- $206 to Register a Change of Name
- $60 for a Change of Name Certificate
- Total cost comes to $266

TIPS

PART 2



Part 2 asks you to disclose your sex by ticking either male or female. If you have legally changed your gender through the gender recognition board, tick your preferred gender. If you have not, tick your sex assigned at birth.

PART 7

Part 7 asks for a ‘detailed reason’ why you are changing your name. You can write something like:
“I am transgender and my previous name no longer suits me.” *or*
“I am non-binary and my previous name no longer suits me.”

THINGS TO NOTE

- If you were born in WA and you have a birth certificate you must return it with your application. It will be replaced FREE of charge upon registration of your change of name.
- When your new Birth Certificate arrives, it will have your new name stated on the bottom. Many of us would likely prefer our 'birth-name' or 'dead-name' to not be on the certificate at all. If you legally update your gender, they will issue a new Birth Certificate that doesn't include any prior names. Legally updating your gender is a separate process.
- You have the option to pay for a separate 'Change of Name Certificate'. The ‘Change of Name Certificate’ is often required by other agencies to update your legal name. If you choose to buy this certificate, you still receive an updated Birth Certificate.
- When you receive your certificate, you can use it to update your name on other documents and ID. Some of these updates will cost money. For example: Driver's Licenses, Education Certificates and Australian Citizenship Certificates.

SUBMITTING THE FORM

IN-PERSON

- WHERE: Level 10, 141 St Georges Terrace, PERTH, 8.30am to 4.30pm, Monday to Friday.
- Make sure to bring your birth certificate if born in WA to get a free replacement.
- Cash or card payments are accepted for the $266.
- Bring all necessary original identification documents. There is a complete list of ID requirements on the forms to register your name change.



BY POST

- POST TO: Registry of Births, Deaths and Marriages PO Box 7720, Cloisters Square PERTH WA 6850.
- Send copies of your identification documents. Do not send original documents. Photocopies must be clear and legible. There is a complete list of ID requirements on the form to register your name change.
- The Registry required certified copies of documents before COVID. This is not currently required but may change in the future.



DISCLAIMER

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CHECKLIST
FOR UPDATING YOUR DETAILS

It can be difficult trying to remember all of the places you need to update your name with. So, we have put together a checklist!

This is a generic list and so there might be places missing from this list.

- [ ] Drivers license
- [ ] Australian Taxation Office
- [ ] Passport
- [ ] All banks or finance institutions that you use (i.e. Commonwealth, BankWest, NAB)
- [ ] Health insurance (i.e. HBF, HIF, Bupa)
- [ ] Super fund (you may have multiple funds, make sure to change them all)
- [ ] Home rental agency / home ownership details
- [ ] Utility companies (i.e. Synergy, Water Corp, Kleenheat, Alinta and your internet provider)
- [ ] Phone plans (i.e. Telstra, Optus, Vodaphone)
- [ ] Your current employer and any references you have on your resume
- [ ] Tertiary Education institution (current and previous institutions to update past academic records (i.e. Tafe, ECU, UWA, Curtin)
- [ ] Centrelink and concession card
- [ ] Medicare
- [ ] MyGov
- [ ] Your personal GP, Dentist, Chiro, Physio
- [ ] Pharmacies that keep your medical scripts on file
- [ ] Vaccination Register
- [ ] Organ Donor register
- [ ] TransPerth Smart Rider
- [ ] Car registration
- [ ] Car loans
- [ ] Car insurance / roadside assistance
- [ ] Flybuys and other rewards cards
- [ ] Working with children's check
- [ ] Apple or Google account
- [ ] Subscription based phone apps (i.e. Uber)
- [ ] Sporting memberships (i.e. gym, basketball, yoga)
- [ ] Store memberships (i.e. EB games, City Farmers, Harvey Norman)
- [ ] Lay-by accounts
- [ ] Club memberships
- [ ] Accountant
- [ ] Tax return agent

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REGISTERED CHARITY
acnc.gov.au/charityregister

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