



# **Civil Union (Prescribed Information, Fees, and Forms) Amendment Regulations 2013**

Jerry Mateparae, Governor-General

## **Order in Council**

At Wellington this 8th day of July 2013

Present:

His Excellency the Governor-General in Council

Pursuant to section 35(1)(c) of the Civil Union Act 2004 and section 88 of the Births, Deaths, Marriages, and Relationships Registration Act 1995, His Excellency the Governor-General, acting on the advice and with the consent of the Executive Council, makes the following regulations.

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	<b>Forms 1, 2, 3, 5, and 6 of Schedule 2 replaced</b>	

## Regulations

- 1 Title**

These regulations are the Civil Union (Prescribed Information, Fees, and Forms) Amendment Regulations 2013.
- 2 Commencement**

These regulations come into force on 16 August 2013.
- 3 Principal regulations**

These regulations amend the Civil Union (Prescribed Information, Fees, and Forms) Regulations 2005 (the **principal regulations**).
- 4 Schedule 2, Forms 1, 2, 3, 5, and 6 replaced**

In Schedule 2, replace forms 1, 2, 3, 5, and 6 with the forms 1, 2, 3, 5, and 6 set out in the Schedule of these regulations.

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**Schedule**  
**Forms 1, 2, 3, 5, and 6 of Schedule 2**  
**replaced**

r 4

**Form 1**  
**Notice of intended civil union**  
*Section 11, Civil Union Act 2004*

r 6(a)

IMPORTANT: one of the parties must deliver the notice personally to the Registrar of Civil Unions and make the required statutory declaration. Please produce evidence, if available, of the dissolution of the most recent marriage or civil union of each of the parties, if any. At least 3 days' notice of intended civil union is required.

To the Registrar of Civil Unions in _____ Notice is given that the parties named below intend to enter into a civil union at either _____ or at _____ *A civil union licence is valid for 3 months only.	Notice No. _____ Full address of place where civil union is to be solemnised and any alternative address below _____ _____ Date or approximate date of civil union _____ Full name of Civil Union Celebrant (not required if civil union to be performed by Registrar) _____ _____
<b>Parties to civil union</b>	
Current first or given name(s)	_____
Current surname or family name	_____
First or given name(s) at birth <small>(if different from above)</small>	_____
Surname or family name at birth <small>(if different from above)</small>	_____
Sex	_____
Full date of birth	_____
Place of birth	_____
Usual occupation, profession or job	_____
What was your last relationship (if any)? (tick one box)	<input type="checkbox"/> Never been in a marriage or civil union <input type="checkbox"/> Marriage <input type="checkbox"/> Civil Union <input type="checkbox"/> Never been in a marriage or civil union <input type="checkbox"/> Marriage <input type="checkbox"/> Civil Union
If previously married or in a civil union:	<input type="checkbox"/> By dissolution/divorce order <input type="checkbox"/> Death of spouse/partner <input type="checkbox"/> By dissolution/divorce order <input type="checkbox"/> Death of spouse/partner
(1) How did that relationship end?	_____
(2) When did that relationship end?	_____
Usual residential address in full Include: - flat number (if applicable) - street number and name - suburb or rural locality - city, town or district - country (if not New Zealand)	_____
<b>Parents</b>	
(tick one box)	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Mother <input type="checkbox"/> Father
Current first or given name(s)	_____
Current surname or family name	_____
Surname or family name at birth <small>(if different from above)</small>	_____
(tick one box)	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other parent <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other parent
Current first or given name(s)	_____
Current surname or family name	_____
Surname or family name at birth <small>(if different from above)</small>	_____
<b>Statutory declaration</b> <small>The portion of form below to be completed in front of the Registrar.</small>	
I solemnly and sincerely declare:	(1) that the information provided in this notice is true; and (2) that I believe that the civil union is not prohibited by section 9 of the Civil Union Act 2004; and (3) that _____ being under the age of 18 years, the consents required by law to the intended civil union have been given; and (4) that there is no lawful impediment to the intended civil union.
<small>**Delete paragraph (3) where not applicable.</small>	
And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.	
Declared at _____ this day of _____	_____
Signature of party giving notice	Signature of Registrar of Civil Unions
Print full name of party giving notice	Print full name of Registrar of Civil Unions

IMPORTANT Section 9 and 10 of the Civil Union Act 2004 and Schedule 2 of that Act which set out the prohibitional degrees of civil union are printed on the back of this form.

Form 2

r 6(b)

Notice of intended civil union: where both parties ordinarily resident outside New Zealand

Section 11, Civil Union Act 2004

To the Registrar of Civil Unions in [ ] Notice No. [ ]
Full address of place where civil union is to be solemnised and any alternative address below [ ]
Notice is given that the parties named below intend to enter into a civil union at either [ ] or at [ ]
Date or approximate date of civil union [ ]
\*on [ ]
Full name of Civil Union Celebrant (not required if civil union to be performed by Registrar) [ ]

Parties to civil union
Current first or given name(s) [ ] [ ]
Current surname or family name [ ] [ ]
First or given name(s) at birth (if different from above) [ ] [ ]
Surname or family name at birth (if different from above) [ ] [ ]
Sex [ ] [ ]
Full date of birth [ ] [ ] [ ] [ ] [ ] [ ]
Place of birth [ ] [ ]
Usual occupation, profession or job [ ] [ ]
What was your last relationship (if any)? (tick one box)
If previously married or in a civil union:
(1) How did that relationship end?
(2) When did that relationship end?
Usual residential address in full include:
- flat number (if applicable)
- street number and name
- suburb or rural locality
- city, town or district
- country (if not New Zealand)

Parents
(tick one box)
Mother Father
Current first or given name(s) [ ] [ ]
Current surname or family name [ ] [ ]
Surname or family name at birth (if different from above) [ ] [ ]
(tick one box)
Mother Father Other parent
Current first or given name(s) [ ] [ ] [ ]
Current surname or family name [ ] [ ] [ ]
Surname or family name at birth (if different from above) [ ] [ ] [ ]

I intend to appear in person at the office of the Registrar to whom this notice is sent to collect a civil union licence on [ ] day [ ] month [ ] year
Statutory declaration To be completed in front of the Registrar or Commonwealth representative.
(1) that the information provided in this notice is true; and
(2) that I believe that the civil union is not prohibited by section 9 of the Civil Union Act 2004; and
\*\*Delete paragraph (3) where not applicable
\*\*\*(3) that [ ]
being under the age of 18 years; the consents required by law to the intended civil union have been given; and
(4) that there is no lawful impediment to the intended civil union.
\*\*\*And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.
Declared at [ ] this day of [ ] day [ ] month [ ] year
Signature of party giving notice [ ]
Signature of Commonwealth representative (if declaration made before party's arrival in New Zealand) or Registrar of Civil Unions (if declaration made after party's arrival in New Zealand). [ ]
Print full name of party giving notice [ ]
Print full name of Commonwealth representative or Registrar of Civil Unions (cross out one).

IMPORTANT Section 9 and 10 of the Civil Union Act 2004 and Schedule 2 of that Act which set out the prohibited degrees of civil union are printed on the back of this form.

Form 3  
 Notice of intended civil union: change of relationship from marriage  
 Sections 11 and 18, Civil Union Act 2004

r 6(c)

IMPORTANT: one of the parties must deliver the notice personally to the Registrar of Civil Unions and make the required statutory declaration. Please produce evidence of current marriage.  
 At least 3 days' notice of intended civil union is required.

To the Registrar of Civil Unions in \_\_\_\_\_ Notice No. \_\_\_\_\_  
 Full address of place where civil union is to be solemnised and any alternative address below \_\_\_\_\_  
 Notice is given that the parties named below intend to enter into a civil union at either \_\_\_\_\_  
 or at \_\_\_\_\_  
 Date or approximate date of civil union \_\_\_\_\_  
 \*A civil union licence is valid for 3 months only. \*on \_\_\_\_\_  
 Full name of Civil Union Celebrant (not required if civil union to be performed by Registrar) \_\_\_\_\_

**Parties to civil union**

Current first or given name(s) _____	_____
Current surname or family name _____	_____
First or given name(s) at birth <small>(if different from above)</small> _____	_____
Surname or family name at birth <small>(if different from above)</small> _____	_____
Sex _____	_____
Full date of birth _____	_____
<small>day month year</small>	<small>day month year</small>
Place of birth _____	_____
Usual occupation, profession or job _____	_____
Usual residential address in full <small>Include:              flat number (if applicable)              street number and name              suburb or rural locality              city, town or district              country (if not New Zealand)</small> _____	_____

**Parents**

<small>(tick one box)</small> <input type="checkbox"/> Mother <input type="checkbox"/> Father	<input type="checkbox"/> Mother <input type="checkbox"/> Father
Current first or given name(s) _____	_____
Current surname or family name _____	_____
Surname or family name at birth <small>(if different from above)</small> _____	_____
<small>(tick one box)</small> <input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other parent	<input type="checkbox"/> Mother <input type="checkbox"/> Father <input type="checkbox"/> Other parent
Current first or given name(s) _____	_____
Current surname or family name _____	_____
Surname or family name at birth <small>(if different from above)</small> _____	_____

Change of relationship from marriage

Date of marriage \_\_\_\_\_  
day month year

Place of marriage \_\_\_\_\_  
including country if not New Zealand

**Statutory declaration** *The portion of form below to be completed in front of the Registrar.*

I solemnly and sincerely declare: (1) that the information provided in this notice is true; and  
 (2) that I believe that the civil union is not prohibited by section 9 of the Civil Union Act 2004; and  
 \*(3) that \_\_\_\_\_  
\*\*Delete paragraph (3) where not applicable.

being under the age of 18 years, the consents required by law to the intended civil union have been given; and  
 (4) that there is no lawful impediment to the intended civil union; and  
 (5) that the above parties are married to each other and wish to change the form of relationship from a marriage to a civil union.

And I make this solemn declaration conscientiously believing the same to be true and by virtue of the Oaths and Declarations Act 1957.

IMPORTANT: Sections 9 and 10 of the Civil Union Act 2004 and Schedule 2 of that Act prohibit civil unions between persons in the prohibited degrees of civil union as printed on the back of this form.

Declared at \_\_\_\_\_ this day of \_\_\_\_\_  
day month year

Signature of party giving notice \_\_\_\_\_ Signature of Registrar of Civil Unions \_\_\_\_\_  
 Print full name of party giving notice \_\_\_\_\_ Print full name of Registrar of Civil Unions \_\_\_\_\_

**Form 5**  
**Copy of particulars of civil union**  
*Section 12, Civil Union Act 2004*

r 6(e)

To be sent to the Registrar who issued the civil union licence within 10 days of solemnisation.

Registry  Notice No. **Particulars of parties to civil union**

Current first or given name(s)	<input type="text"/>	<input type="text"/>
Current surname or family name	<input type="text"/>	<input type="text"/>
First or given name(s) at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>
Surname or family name at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>
Sex	<input type="text"/>	<input type="text"/>
Full date of birth	<input type="text"/>	<input type="text"/>
Place of birth	<input type="text"/>	<input type="text"/>
Usual occupation, profession or job	<input type="text"/>	<input type="text"/>
Relationship status	<input type="text"/>	<input type="text"/>
Usual residential address in full	<input type="text"/>	<input type="text"/>

**Parents**

	[Mother or Father]	[Mother or Father]
Current first or given name(s)	<input type="text"/>	<input type="text"/>
Current surname or family name	<input type="text"/>	<input type="text"/>
Surname or family name at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>
	[Mother or Father or Other parent]	[Mother or Father or Other parent]
Current first or given name(s)	<input type="text"/>	<input type="text"/>
Current surname or family name	<input type="text"/>	<input type="text"/>
Surname or family name at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>
This civil union was solemnised on	<input type="text"/>	
at	<input type="text"/>	
Between us	Signature	Signature
In the presence of us	Signature of witness	Full residential address of witness
	Full name of witness	Full residential address of witness
	Signature of witness	Full residential address of witness
	Full name of witness	Full residential address of witness

I certify that the civil union of the parties named above was solemnised in my presence

Signature of Civil Union Celebrant or Registrar of Civil Unions

Full name of Civil Union Celebrant or Registrar of Civil Unions

Registration number of civil union celebrant

**Form 6**  
**Copy of particulars of civil union: change of  
 relationship from marriage**  
*Section 12, Civil Union Act 2004*

r 6(f)

To be sent to the Registrar who issued the civil union licence within 10 days of solemnisation.

Registry  Notice No. **Particulars of parties to civil union**

Current first or given name(s)	<input type="text"/>	<input type="text"/>
Current surname or family name	<input type="text"/>	<input type="text"/>
First or given name(s) at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>
Surname or family name at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>
Sex	<input type="text"/>	<input type="text"/>
Full date of birth	<input type="text"/>	<input type="text"/>
	day      month      year	day      month      year
Place of birth	<input type="text"/>	<input type="text"/>
Usual occupation, profession or job	<input type="text"/>	<input type="text"/>
Usual residential address in full	<input type="text"/>	<input type="text"/>

**Parents**

	<i>[Mother or Father]</i>	<i>[Mother or Father]</i>
Current first or given name(s)	<input type="text"/>	<input type="text"/>
Current surname or family name	<input type="text"/>	<input type="text"/>
Surname or family name at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>
	<i>[Mother or Father or Other parent]</i>	<i>[Mother or Father or Other parent]</i>
Current first or given name(s)	<input type="text"/>	<input type="text"/>
Current surname or family name	<input type="text"/>	<input type="text"/>
Surname or family name at birth <i>(if different from above)</i>	<input type="text"/>	<input type="text"/>

**Change of relationship from marriage**

Date of marriage	<input type="text"/>
	day      month      year
Place of marriage including country if not New Zealand	<input type="text"/>
Date of civil union	<input type="text"/>
This civil union was solemnised on	<input type="text"/>
Full description of where civil union was solemnised and full address	<input type="text"/>
at	<input type="text"/>

Between us

Signature	<input type="text"/>	Signature	<input type="text"/>
In the presence of us	Signature of witness	Full residential address of witness	<input type="text"/>
	Full name of witness	Full residential address of witness	<input type="text"/>
	Signature of witness	Full residential address of witness	<input type="text"/>
	Full name of witness	Full residential address of witness	<input type="text"/>

I certify that the civil union of the  
parties named above was  
solemnised in my presence

Signature of Civil Union Celebrant or Registrar of Civil Unions

Full name of Civil Union Celebrant or Registrar of Civil Unions

Registration number of civil union celebrant

Rebecca Kitteridge,  
Clerk of the Executive Council.

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### **Explanatory note**

*This note is not part of the regulations, but is intended to indicate their general effect.*

These regulations, which come into force on 16 August 2013, amend the Civil Union (Prescribed Information, Fees, and Forms) Regulations 2005 to replace certain forms relating to civil unions. The replacement forms allow for both parents of a party to a civil union to be recorded on the forms as “mother” or “father”. This amendment reflects the fact that, when the Marriage (Definition of Marriage) Amendment Act 2013 comes into force, same-sex marriages will be possible. Since married couples are eligible to adopt, these forms should provide for the possibility that a person entering into a civil union will have 2 mothers or 2 fathers.

The replacement forms also provide for the female partner of a woman who gives birth following an assisted human reproduction procedure to be recorded as an “other parent”.

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Issued under the authority of the Acts and Regulations Publication Act 1989.  
Date of notification in *Gazette*: 11 July 2013.  
These regulations are administered by the Department of Internal Affairs.

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