



OFFICE OF THE REGISTRAR OF VITAL STATISTICS
**APPLICATION TO ADD A PARENT
TO A CHILD'S BIRTH REGISTRATION**

Registration number

This is an official application, made under section 10.1 of the *Vital Statistics Act*, to add a parent to the birth registration of a child born in the Yukon. Except as permitted under section 9 of the *Vital Statistics Act*, the registrar cannot amend a birth registration to remove a parent unless the Yukon Supreme Court orders it.

The registrar of Vital Statistics must be satisfied that your application is being made in good faith and may require that you provide other documentary evidence to satisfy them that your application has been made in good faith.

Completed applications can be:

- dropped off in person to the Office of the Registrar of Vital Statistics, which is located at 204 Lambert Street in Whitehorse, on the fourth floor; or
- mailed to the Office of the Registrar of Vital Statistics, Box 2703, Whitehorse, Yukon Y1A 2C6.

Required documents that must accompany this application

As part of this application, you must provide:

- ☐ One piece of valid government-issued photo identification for Parent 1;
- ☐ One piece of valid government-issued photo identification for Parent 2; and
- ☐ All original birth certificates and/or certified copies of the registration of the child's birth previously issued to or on behalf of the child.

Fees

There is a \$10 fee to add a parent to a child's birth registration, and new birth certificates are \$10 each. Refer to Part 5 of this application for more information about new birth certificates.

If you plan to submit your application by mail, please select one of the boxes below to indicate your preferred method of payment.

- ☐ I have enclosed a cheque or money order with my application, made payable to the Government of Yukon.
- ☐ I plan to pay over the phone using my credit card. Please call me when my application is received.
- ☐ I plan to attend the Office of the Registrar of Vital Statistics to pay in person.

The child ("the child") to which this application relates

Surname		Given name(s)	
Date of birth: YYYY / MM / DD	Place of birth:		Yukon

Persons making this application

- If only one parent is currently listed on the child's birth registration, the application must be made jointly by the parent already on the birth registration and the parent to be added to the birth registration.
- If more than one parent is currently listed on the child's birth registration, the application must be made jointly by a parent already on the birth registration and the parent to be added to the birth registration.
- If more than one parent is currently listed on the child's birth registration and the application is being made to add a father to the birth registration, the application must be made jointly by the mother and father.

Personal health information is being collected and used under the authority of the *Vital Statistics Act* for the purpose of altering the parentage and surname on a birth registration and is managed in accordance with the *Health Information Privacy and Management Act* and the *Vital Statistics Act*. For more information, contact the Office of the Registrar of Vital Statistics at 867-667-5207 or toll-free at 1-800-661-0408, or write to the Office of the Registrar of Vital Statistics, Box 2703, Whitehorse, Yukon Y1A 2C6.

Parent 1 - parent currently listed on the child's birth registration				
Surname		Given name(s)		
Relationship to the child		Phone		
Mailing address				
UNIT # (OPTIONAL)	STREET NUMBER AND NAME OR P.O. BOX	CITY OR TOWN	PROVINCE OR TERRITORY	POSTAL CODE
Parent 2 - parent to be added to the child's birth registration				
Surname		Given name(s)		
Relationship to the child		Phone		
Mailing address				
UNIT # (OPTIONAL)	STREET NUMBER AND NAME OR P.O. BOX	CITY OR TOWN	PROVINCE OR TERRITORY	POSTAL CODE

Select one of the options below.

This application is being made to amend the child's birth registration:

- ☐ in accordance with a court order from a competent jurisdiction to amend the child's birth registration (attach the court order to this form); OR
- ☐ to add the biological father (go to **Part 1** in this form); OR
- ☐ to add an individual as a parent (go to **Part 2** in this form).

Part 3 is optional and should only be filled out if you are asking to change the child's surname.

Part 4 is required, unless the Yukon Supreme Court has ordered that consent is not required (in which case the court order should be attached to this form).



OFFICE OF THE REGISTRAR OF VITAL STATISTICS
**PART 1: APPLICATION BY
THE CHILD'S BIOLOGICAL FATHER**

Instructions:

- This application is a statutory declaration made under section 10.1 of the *Vital Statistics Act*.
- This statutory declaration must be declared before a judge, notary public, or justice of the peace.
- You may fill it out before you see the judge, notary public, or justice of the peace, but do not sign it until you are before that official.
- The original pen and ink signatures of the father and the judge, notary public or justice of the peace are required for this declaration to be accepted by the Office of the Registrar of Vital Statistics.

I, _____, of _____, born
PRINT FULL LEGAL NAME OF FATHER PLACE THE FATHER CURRENTLY LIVES
_____, at _____, solemnly declare that:
FATHER'S BIRTHDATE FATHER'S BIRTHPLACE

1. I am the biological father of the child;
2. I am applying with the consent of the individual(s) already registered as the child's parent(s) to be added to the child's birth registration; and
3. [Optional: Use only if applying to change the child's surname; otherwise draw a line through.] We all agree to change the child's last name to _____.

I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED BEFORE ME

in the _____ of _____
CITY OR TOWN NAME OF CITY OR TOWN
in the _____, this _____ day
PROVINCE, TERRITORY, OR STATE DAY
of _____, 20_____.
MONTH YEAR

Judge, notary public or justice of the peace

Signature of the biological father

Office location of the judge, notary public or
justice of the peace

**PART 2: APPLICATION BY
INDIVIDUAL TO BE ADDED AS CHILD'S PARENT****Instructions:**

- This application is a statutory declaration made under the *Vital Statistics Act*.
- This statutory declaration must be declared before a judge, notary public, or justice of the peace.
- You may fill it out before you see the judge, notary public, or justice of the peace, but do not sign it until you are before that official.
- The original pen and ink signatures of the father and the judge, notary public, or justice of the peace are required for this declaration to be accepted by the Office of the Registrar of Vital Statistics.

I, _____, of _____, born
PRINT FULL LEGAL NAME OF PARENT PLACE THE PARENT CURRENTLY LIVES
_____, at _____, solemnly declare that:
PARENT'S BIRTHDATE PARENT'S BIRTHPLACE

1. I am the spouse of the child's mother, father or other parent;
2. I am applying with the consent of the individual(s) already registered as the child's parent(s) to be added to the child's birth registration; and
3. [Optional: use only if applying to change the child's surname, otherwise draw a line through] We all agree to change the child's surname to _____.

I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

DECLARED BEFORE ME

in the _____ of _____
CITY OR TOWN NAME OF CITY OR TOWN

in the _____, this _____ day
PROVINCE, TERRITORY, OR STATE DAY

of _____, 20_____.
MONTH YEAR

Judge, notary public or justice of the peace

Signature of the parent

Office location of the judge, notary public or
justice of the peace



PART 3: (OPTIONAL)
REQUEST TO CHANGE THE CHILD'S SURNAME

Instructions:

- This form may only be used to request a change to the child's surname as a result of adding a parent.
- A proposed surname change must comply with section 6 of the *Vital Statistics Act*.
- All the child's parents must consent to the change.
- If the child is 12 years of age or older, the child must also consent to the change.
- The Yukon Supreme Court may order that these consents are not required.

Requested surname

Have the child complete this section if the child is 12 years of age or older.

I, _____, of _____,
PRINT NAME OF THE CHILD PLACE WHERE THE CHILD LIVES
born _____, agree to changing my surname to _____.
CHILD'S DATE OF BIRTH REQUESTED SURNAME

Child's signature

YYYY/MM/DD

Date of signature



OFFICE OF THE REGISTRAR OF VITAL STATISTICS
**PART 4: CONSENT OF PARENTS LISTED
ON THE CHILD'S BIRTH REGISTRATION**

Instructions:

- If the application is being made to add a parent to the child's birth registration, all parents listed on the child's birth registration must consent to the changes requested, or a Yukon Supreme Court Order must be attached that dispenses with their consent.
- If there is only one parent currently listed on the child's birth registration, only their consent is required and the other consent sections should be left blank.
- If the application is being made to add a father to the child's birth registration, the mother's consent is required. Other parents listed on the birth registration may consent to the application, but their consent is not required.

Parent 1

I, _____, of _____,
PRINT NAME OF THE PARENT PLACE WHERE THE PARENT CURRENTLY LIVES
born _____, consent to this application.
PARENT'S DATE OF BIRTH
I am the child's: ☐ mother; ☐ father; ☐ other parent.

Signature of parent YYYY/MM/DD
Date

Parent 2

I, _____, of _____,
PRINT NAME OF THE PARENT PLACE WHERE THE PARENT CURRENTLY LIVES
born _____, consent to this application.
PARENT'S DATE OF BIRTH
I am the child's: ☐ mother; ☐ father; ☐ other parent.

Signature of parent YYYY/MM/DD
Date

Parent 3

I, _____, of _____,
PRINT NAME OF THE PARENT PLACE WHERE THE PARENT CURRENTLY LIVES
born _____, consent to this application.
PARENT'S DATE OF BIRTH
I am the child's: ☐ mother; ☐ father; ☐ other parent.

Signature of parent YYYY/MM/DD
Date



OFFICE OF THE REGISTRAR OF VITAL STATISTICS
PART 5: BIRTH CERTIFICATES

If the registrar accepts this application, they will amend the child's birth registration to add the parent and change the child's surname, if applicable. Existing birth certificates will be considered invalid. A birth certificate issued after the change will show the added parent and changed surname, if applicable, as though it was present at the time the birth was registered.

Birth certificates are \$10 each and come in two versions:

- a short form, which includes only the child's personal information; and
- a long form, which includes the child's and the parents' information.

Select one:

- ☐ I would like an updated **short form** of the child's birth certificate.
- ☐ I would like an updated **long form** of the child's birth certificate.
- ☐ I do not want an updated version of the child's birth certificate at this time.

Office use only	
Alteration to registration of live birth	\$10
Birth certificate x _____ ☐ short form ☐ long form	\$ _____
Total amount due	\$ _____
Registered mail sticker or date Xpresspost package sent.	Paid stamp

The *Vital Statistics Act* provides the following:

1 Definitions

'father' means a person who acknowledges being the biological father of a child;

'mother' means the woman from whom a child is delivered;

'other parent' in relation to a birth, means a person other than the mother or father, who is the spouse of the mother or father and who intends to participate as a parent in the upbringing of the child;

'parent' means a mother, father or other parent;

'spouse' of a mother or father of a child means a person who, as the time of the birth of the child

(a) was married to and cohabitating with the mother or father of the child (including in a marriage that was voidable but had not been voided by order of a court), or

(b) cohabited with the mother or father of the child as a couple and had done so throughout the immediately preceding twelve months.

6 Surname of child

(1) The birth of a child shall be registered showing a surname in accordance with this section.

(2) A surname shall not contain more than two surnames hyphenated or combined.

(3) If all parents who complete the statement under subsection 4(2) agree on the surname of the child, the surname of the child shall be the surname chosen by the parents.

(4) If only one parent completes the statement under subsection 4(2), the surname of the child shall be the surname chosen by that parent.

...

(8) The registrar may refuse a surname if, in the opinion of the registrar, the name

(a) might reasonably cause mistake or confusion;

(b) is sought for an improper purpose; or

(c) is undesirable in the public interest.

10.1 Alteration respecting parentage and surname

(1) In the absence of an order of a court of competent jurisdiction that makes a declaration about parentage of a child, if the particulars of only one parent are set out on the registration of birth, the registrar may amend the registration to add the particulars of another parent and as a consequence of that amendment may change the surname of the child in accordance with section 6, on an application made jointly by the parent whose particulars are set out on the registration and the parent whose particulars are proposed to be added to the registration.

(2) In the absence of an order of a court of competent jurisdiction that makes a declaration about parentage of a child, if the particulars of more than one parent are set out on the registration of birth, the registrar may amend the registration to

(a) add the particulars of another parent and as a consequence of that amendment may change the surname of the child in accordance with section 6, on an application made jointly by a parent whose particulars are set out on the registration and the parent whose particulars are proposed to be added to the registration with the consent of every other person whose name appears on the registration as a parent or, subject to paragraph (b), an order of the Supreme Court dispensing with the requirement for such consent; or

(b) add the particulars of the father and as a consequence of that amendment may change the surname of the child in accordance with section 6, on an application made jointly by the mother and the father, with or without the consent of any other parent whose particulars are set out on the registration.

- (3) An application made to the registrar pursuant to subsection (1) or (2) shall be accompanied by
- (a) a statutory declaration completed by the applicant or applicants; and
 - (b) other documentary evidence satisfactory to the registrar.
- (4) An application made to the registrar pursuant to subsection (1) or (2) in respect of changing the surname of a child who is 12 years of age or more shall be accompanied by the consent of the child or an order of the Supreme Court dispensing with the requirement for such consent.
- (5) The registrar, on being satisfied that an application is made in good faith and on payment of the prescribed fee, shall make a notation of change on the registration of birth.
- (6) Except as permitted under section 9, the registrar shall not amend a registration of birth to remove particulars of a parent except in accordance with an order of a court of competent jurisdiction that makes a declaration about parentage of a child.
- (7) No alteration of or addition to a surname shall be made in a registration of birth except as provided in this Act or the *Change of Name Act*.
- (8) Any birth certificate issued after the making of a notation pursuant to this section shall be prepared as if the registration had been made containing the particulars of the added parent or changed surname at the time of registration.