

General information

This information guide is designed to help you complete a Statutory Declaration. Please read the examples and provide a Statutory Declaration. You must make the declaration before one of the following people:

- Legal Practitioner
- Notary Public
- Justice of the Peace
- Peace Commissioner
- Commissioner of Declarations
- Commissioner of Oaths
- Judge
- Magistrate
- Person legally designated to sign documents from an embassy or consulate

Change of name

If you have been married and divorced, are still using your married name and no longer have your marriage certificate or divorce decree documentation, you will need to produce a Statutory Declaration which contains the following information:

I declare that Mary Jane Smith and Mary Jane Brown are one and the same person. I became Mary Jane Brown when I became legally married to John Peter Brown on 21 May 1987.

If you have added a first name or surname that is not on your birth or adoption certificate and you do not have a change of name certificate then you need to produce a Statutory Declaration that contains the following information:

I declare that Mary Jane Smith and Martha Jane Brown are one and the same person. Martha is not on my birth certificate but it is the name that I have been known by since birth.

Graduation certificate

If you do not have your nursing graduation certificate then you will need to produce a Statutory Declaration that contains the following information:

I declare that I attended my nursing training at World University commencing February 1998 and completed in January 2000. I do not have a certificate as I was never issued with one.

Registration certificate

If you do not have your initial registration certificate then you will need to produce a Statutory Declaration that contains the following information:

I declare that I first registered in Australia with NMBWA in March 2001 and have misplaced my registration certificate. I cannot apply for a replacement certificate as NMBWA no longer exists.

Sending your Statutory Declaration

You should ensure that your full name and reference number are marked on the document. You must then post the document to:

Australian Nursing and Midwifery
Accreditation Council
GPO Box 400
Canberra City ACT 2601
AUSTRALIA

Commonwealth of Australia
STATUTORY DECLARATION
Statutory Declarations Act 1959

1 *Insert the name, address and occupation of person making the declaration*

I,¹

make the following declaration under the *Statutory Declarations Act 1959*:

2 *Set out matter declared to in numbered paragraphs*

2

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

3 *Signature of person making the declaration*

3

4 *Place*
5 *Day*
6 *Month and year*

Declared at ⁴ on ⁵ of ⁶

Before me,

7 *Signature of person before whom the declaration is made (see over)*

7

8 *Full name, qualification and address of person before whom the declaration is made (in printed letters)*

8

Note 1 A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the *Statutory Declarations Act 1959*.

Note 2 Chapter 2 of the *Criminal Code* applies to all offences against the *Statutory Declarations Act 1959* — see section 5A of the *Statutory Declarations Act 1959*.