



commission for
children and young people
and child guardian

OFFICIAL USE ONLY
A/C Code: REP
Date:
Receipt number/initials:

Change of name

Where you have applied for, or hold a current blue card*, you are required to notify the Commission of any change to your name within 14 days of the change occurring. Failure to notify the Commission may attract a penalty under the *Commission for Children and Young People and Child Guardian Act 2000*.

Where you have changed your name please complete this form and return it to the following address:

**Employment Screening Services
PO Box 12671, Brisbane George Street Qld 4003**

If you have any questions in relation to this matter please contact blue card enquiries on **3211 6999** or **1800 113 611**.
Fax: 07 3035 5910

PART A Details previously provided to the Commission	PART B New contact details (where applicable)
<p>1 Family name <input type="text"/></p> <p>2 First name/s <input type="text"/></p> <p>3 Middle name/s <input type="text"/></p> <p>4 Postal address <input type="text"/> <input type="text"/></p> <p>5 Daytime contact no. <input type="text"/></p> <p>The following details are required for identification purposes:</p> <p>6 Date of birth <input type="text"/></p> <p>7 Place of birth <input type="text"/></p>	<p>8 Postal address <input type="text"/> <input type="text"/> <input type="text"/></p> <p>9 Telephone numbers</p> <p>Daytime <input type="text"/></p> <p>After hours <input type="text"/></p> <p>Mobile <input type="text"/></p>

PART C Change of name details Please provide details of your name change and the reason for the change	
<p>10 Family name <input type="text"/></p> <p>11 First name/s <input type="text"/></p> <p>12 Middle name/s <input type="text"/></p> <p>A certified copy of the original official document showing your change of name must accompany this form.</p> <p>If you are unable to provide an official name change document, please complete the statutory declaration titled <i>Statutory Declaration – if no documentary evidence of name change</i>, available from the Commission’s website, www.bluecard.qld.gov.au This statutory declaration must be returned with this form.</p>	<p>13 Reason for name change</p> <p><input type="checkbox"/> Change following marriage</p> <p><input type="checkbox"/> Change following divorce</p> <p><input type="checkbox"/> Change by certificate/deed poll</p> <p><input type="checkbox"/> Birth certificate amendment</p> <p><input type="checkbox"/> Alias</p> <p><input type="checkbox"/> Change the order of your name/s (eg known by middle name)</p> <p><input type="checkbox"/> Different first or middle name/s (eg different abbreviations)</p> <p><input type="checkbox"/> Other, please specify <input type="text"/></p>

*The “blue card” is the plastic card issued to enable you to provide child-related services.

^The “positive notice letter” accompanied your blue card when it was issued.

PART D Blue card status

14 Please the appropriate box

I have a blue card application pending

OR

I am a current blue card holder

Blue card number (if known)

Note: Replacement of your blue card is optional following a name change.

15 Do you require a replacement card?

NO Please complete *Part F*

YES If yes, the prescribed fee is payable and you must return your current blue card and positive notice letter with this form.

Please complete *Parts E* and *F*.

Note: if you are no longer in possession of your blue card and/or positive notice letter you must also complete Part G.

PART E Payment options

Please note the application fee is GST exempt (under division 81), non refundable and subject to change. For the current prescribed fee please see schedule of fees.

Please select one of the following payment methods:

Cheque Cash (*over the counter transaction only*)

Credit Card *Complete details below* Money Order

Name of credit card holder Number

Please charge the prescribed fee to: Mastercard Visa

Card holder's signature Expiry Date /

Cheque/money order payable to:

Commission for Children and Young People and Child Guardian
ABN 51639217791

PART F Blue card applicant's/card holder's declaration

I declare that the details provided in this form are true and correct.

I understand that providing a false or misleading statement or document may attract a penalty under the *Commission for Children and Young People and Child Guardian Act 2000*.

Please do not sign outside the box.

Date of signature

DAY MONTH YEAR

PART G Blue card and positive notice letter details

If you are no longer in possession of your blue card and/or positive notice letter and require a replacement please complete this section

Please the appropriate box

I declare that:

I am no longer in possession of my blue card however I still have my positive notice letter.

Note: you must return your positive notice letter with this form.

OR

I am no longer in possession of my positive notice letter however I still have my blue card.

Note: you must return your blue card with this form.

OR

I am no longer in possession of my blue card and positive notice letter.

I understand that providing a false or misleading statement or document may attract a penalty under the *Commission for Children and Young People and Child Guardian Act 2000*.

Signature

Date of signature

DAY MONTH YEAR

Applicant's name



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Blue card application fees from 1 July 2009 - 30 June 2010

Paid employees (including renewal applications)	61.85
Family Day Carers (including renewal applications)	61.85
Businesses (including renewal applications)	61.85
Volunteers and students (new and renewal applications only)	No fee
Application to cancel a negative notice	61.85
Eligibility declaration	61.85
Replacement blue card (Businesses, Paid employees, Volunteers and Students)	10.30

Telephone: (07) 3211 6999
Freecall: 1800 113 611 (Blue Card Contact Centre)
Fax: (07) 3035 5910
Email: bluecard@ccypcg.qld.gov.au
Website: www.bluecard.qld.gov.au
Address: **Commission for Children and Young People and Child Guardian**
Level 17, 53 Albert Street
Brisbane Qld Australia 4000
Postal: PO Box 12671, Brisbane George Street
Qld Australia 4003