

PARISH RECORDS - CHANGE OF NAME OR ADDRESS

Driving Licence, Electoral Register, Dog Licence, Firearms Certificate & Rates.

You must notify your Parish of any change to your name or address. Please complete in BLACK INK and return this form (with proof of change of name e.g. marriage certificate, deed poll paper etc) to the Parish in which you are now ordinarily resident and we will amend our records and copy the information to other Parishes as necessary. We may ask you to complete other relevant application forms.

1. New Name and/or New Address: (marriage certificate/deed poll etc required for change of name)			
Surname		Title	
Forenames		Date of birth	
Address			
Parish:		Post Code	
Telephone		E-mail	
2. Previous Name (including Maiden Name) and/or Previous Address:			
Surname (including Maiden Name)		Title	
Forenames			
Previous Address			
Parish:		Post Code	
Date name and/or address changed:			
DRIVING LICENCE (for change of name submit ONE colour photograph AND your current licence)			
Colour photograph must be in sharp focus and clear of the applicant alone taken in last 6 months against a white, cream or light, plain background; size 45mm by 35mm printed on normal photographic paper (at 1200dpi resolution or better, if a digital or scanned photograph); of the head and shoulders with the face covering 65% to 75% of the photograph; no shadows; the face uncovered looking straight at the camera; a neutral expression, with the mouth closed; the eyes open and clearly visible with no sunglasses or heavily tinted glasses and no hair across the eyes; no reflection on spectacles, if worn, and the frames should not cover the eyes; the full head, without any head covering, unless it is worn for religious beliefs; a strong definition between the face and background.			
Driving Licence No. (see section 4d):		Parish of issue:	
ELECTORAL REGISTER (if you answer 'YES' to question 1 and either question 2(A) or 2(B) you are entitled to be registered as an elector under the Public Elections (Jersey) Law 2002. If you are already registered at your previous address your registration will be updated with your new name and/or address. If you have not yet registered your name will be added to the electoral register)			
1. Are you at least 16 years old?		YES	NO
2(A). Have you been ordinarily resident in Jersey for the period of at least 2 years up to and including today? OR		YES	NO
2(B). Have you been ordinarily resident in Jersey for a period of at least 6 months up to and including today, as well as having been ordinarily resident in Jersey at any time for an additional period of, or for additional periods that total, at least 5 years?		YES	NO
DOG(S)			
Do you own a dog over 6 months old (other than a guide dog for blind/hearing impaired person)?		YES	NO
If 'Yes' please state name(s) and breed(s) of dog(s)	Name of dog:		Breed of dog:
Do you hold a valid dog licence from your previous Parish of residence?		YES	NO

FIREARM(S) (you must make a separate application for a variation of your Jersey firearm certificate)

Do you own or possess a firearm or firearms or ammunition?	YES	NO
--	-----	----

Please state firearm certificate number (if any):

PARISH RATES (you must notify a change of name/address within 7 days (Rates (Jersey) Law 2005))

Address, including Parish, of ALL land or property which you owned or occupied on 1 January of <u>this</u> year.	Did you 'Own' or 'Occupy' the land?
--	-------------------------------------

--	--

Do you currently represent a company under the Rates Law (known as a ' <i>mandataire</i> '?)	YES	NO
--	-----	----

If YES please give name(s) of company/ies you represent and the parish(es) where they owned/occupied property on 1 January of this year:	<u>Company name:</u>	<u>Parish where own/occupy property:</u>
--	----------------------	--

OTHER PERSON(S) IN THE HOUSEHOLD

Are there any other person(s) aged 16 years or over who have also moved to this address and who may need to notify the Parish of their change of address?	YES	NO
---	-----	----

If YES please list their FULL name(s) and date of birth:	<u>Name (in full)</u>	<u>Date of birth</u>
--	-----------------------	----------------------

Declaration by the applicant :

<p>I confirm that I am ordinarily resident at the address stated overleaf and that all the above details are correct. I give my permission for the Parish to update all my parochial records and to share this information with other Parishes concerned.</p> <p>Persons entitled to have their name included on the Electoral Register: I understand that, if applicable, my name will be DELETED from the Electoral Register for the district of the previous address stated above as I have ceased to be ordinarily resident at that address and will be ADDED to the Electoral Register for the district of my new address where I am now ordinarily resident.</p> <p>Owners of registered motor vehicles: I understand that I am required by law to complete and return the vehicle registration documents in respect of every motor vehicle registered in my name to the Driver Vehicle Standards Department (DVSD), La Collette, St Helier, JE1 3UE. I understand that failure to provide DVSD with my new name and/or my new address within 7 days of the change may result in my prosecution.</p>	<table border="1" style="width:100%"> <tr> <td style="width:80%">Office use only:</td> <td style="width:20%"> </td> </tr> <tr> <td>Driving Licence Number</td> <td> </td> </tr> <tr> <td>Document Number</td> <td> </td> </tr> <tr> <td>Electoral Register updated</td> <td> </td> </tr> <tr> <td>Forms sent to others in household</td> <td> </td> </tr> <tr> <td>Dogs Register updated</td> <td> </td> </tr> <tr> <td>Firearms updated</td> <td> </td> </tr> <tr> <td>Rates updated</td> <td> </td> </tr> <tr> <td>Details sent to Parishes of</td> <td> </td> </tr> <tr> <td>Initials</td> <td> </td> </tr> <tr> <td>Date</td> <td> </td> </tr> </table>	Office use only:		Driving Licence Number		Document Number		Electoral Register updated		Forms sent to others in household		Dogs Register updated		Firearms updated		Rates updated		Details sent to Parishes of		Initials		Date	
Office use only:																							
Driving Licence Number																							
Document Number																							
Electoral Register updated																							
Forms sent to others in household																							
Dogs Register updated																							
Firearms updated																							
Rates updated																							
Details sent to Parishes of																							
Initials																							
Date																							

<p>SIGNED: Please keep your signature within the white box</p> <p>DATE:</p>	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	<div style="border: 1px solid black; width: 100%; height: 100%; text-align: center;"> <p>For office use only</p> </div>
---	---	---