



Statutory Declaration for single Applicants

General

1. As part of your application you are required to provide a statutory declaration making several statements about your personal circumstances and your application. This is to ensure that you meet the criteria for the grant of a Gender Recognition Certificate. The type of statutory declaration you will need to complete and send to us will depend on whether you are currently single or if you are married or in a civil partnership.
2. A statutory declaration is a written statement of facts which the person making it signs and solemnly declares to be true before a person authorised to administer oaths. Please also note that this statutory declaration form is not the same as your 'change of name' statutory declaration or change of name document.

Is this form the right one for you?

3. This form is for single applicants only and is the one to use if:
 - You have never been in a marriage or a civil partnership or
 - Any previous marriage or civil partnership has been dissolved or annulled by a court or by an official process overseas or
 - Your spouse or partner has died.

If you are not sure which form you should use, then please contact the GRP administrative team who may be able to guide you.

Guidance for completing your statutory declaration

4. Please complete all sections of the statutory declaration form, taking care to delete all those statements that do not apply to you. You must enter your full name in the space provided and then complete the remaining sections as follows:
 - Please start by entering the full name that you would like on your Gender Recognition Certificate including any middle names.
 - **Section 1** – all applicants must be 18 years old to apply for gender recognition.
 - **Section 2** – enter the month and year of your transition, your acquired gender and how many years you have been living in your acquired gender. All applicants are required to confirm that they intend to live in their acquired gender until death.
 - **Section 3** – we need to know the country in which you are ordinarily resident so we ask you to indicate whether this is England and Wales, Scotland, Northern Ireland or outside the UK
 - **Section 4** – this statutory declaration form is for people who are not married or in a civil partnership
 - **Section 5** – please tick to indicate whether you have ever been married or in a civil partnership in the past. If you have not then please tick the third box and cross out the following two sections (sections 6 and section 7)
 - **Section 6** – if you have previously been married or in a civil partnership then indicate how this marriage/civil partnership ended and on what date this happened. If you have been in more than one marriage or civil partnership then please complete this for your most recent marriage/civil partnership.
 - **Section 7** – we need to know where your former marriage or civil partnership was registered. Please indicate whether this was England and Wales, Scotland, Northern Ireland or outside the UK.

Finalising your statutory declaration – completing section 8 of the form

5. Examples of people who would be able to administer an oath are a practising solicitor, a commissioner for oaths, a notary public, a legal executive, a licensed conveyancer, an authorised advocate, an authorised litigator or a Justice of the Peace or a magistrate. In Scotland a notary public or a Justice of the Peace can administer an oath. Most solicitors in Scotland would also be a notary public.
6. In order to have your oath administered by a Justice of the Peace or a magistrate in England and Wales, you would need to go to the magistrates' court. To find out when they hear applications for declarations, you should contact your local magistrates' court. They will also be able to tell you how much the fee will be or whether it can be waived.



Statutory Declaration

Gender Recognition Act 2004

This is a legal declaration. Please ensure all sections are completed or deleted as necessary before having this declaration signed by an authorised witness.

I

do solemnly and sincerely declare that:

1. I am over 18 years of age.

2. I transitioned in

I have lived as a _____ (insert 'male' or 'female' as appropriate)

throughout the period of _____ years before the date of this statutory declaration and I intend to live in that gender until death.

3. I am ordinarily resident in:

England & Wales

Scotland

Northern Ireland

Outside the UK

4. I am not currently married or in a civil partnership

5. In the past I was in a:

Marriage

Civil Partnership

I have never married or entered into a civil partnership
(please cross out sections 6 and 7)

6. My former marriage/civil partnership ended by:

Order of a Court dated

Death of my spouse/partner on

7. My former marriage/civil partnership was registered in:

England & Wales

Scotland

Northern Ireland

Outside the UK

8. I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the Statutory Declarations Act 1835.

Declared at
(address where your
declaration is made
and witnessed)

Signature of
applicant

Date

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Witness who is authorised to administer oaths

Name of witness

Signature of witness who is authorised to
administer oaths

Qualification of witness authorised to
administer oaths

(e.g. a Solicitor/Justice of the Peace/Legal
Executive/Notary Public)