

Application for a Change of Sex Designation on a Birth Registration of a Child (17 years of age and under) Section 36, *Vital Statistics Act*

To be filled in by the applicant - a person with legal custody applying for the change of sex designation of the child.

Important information: Only use blue or black ink as this is a permanent legal record. Do not use correction fluid or tape on any of the documents.

Mailing Information of Applicant (person with legal custody applying for the child)

Last Name or Single Name			First Name	Middle Name(s)
Unit/Buzzer Number	Street Number	Street Name		PO Box
City/Town/Village		Province/Territory/State	Country	Postal/Zip Code
Daytime Telephone Number			Alternate Telephone Number	

Note: A 16 or 17 year old may use the child application process through their legal custodian or apply on their own as an adult by completing the Application for a Change of Sex Designation on a Birth Registration of an Adult. All forms are available at [ServiceOntario.ca](https://www.serviceontario.ca) or by calling 1-800-461-2156 (outside Toronto but within North America), 416-325-8305 (in Toronto or outside North America), or 416-325-3408 TTY/ Teletypewriter (for the hearing impaired).

Documents to be Submitted

There is no fee to change sex designation on a birth registration. Fees still apply for requests for an updated birth certificate, birth certificate with parental information or certified copy of birth registration.

Please send the following:

- ☐ **Address and Instructions** (2 pages - this page and subsequent page) completed with mailing address and daytime telephone number.
- ☐ **Statutory Declaration** for a Change of Sex Designation on a Birth Registration of a Child, in the required form, completed by a person with legal custody for the child (who is 17 years of age or under and who was born in Ontario) and signed before a commissioner for taking affidavits (e.g., lawyer, notary public, member of provincial parliament). **The applicant may change the child's sex designation to male, female or X (X means the child does not identify exclusively as male or female).**
- ☐ **Consent** of this amendment from the child **and** from all other persons with legal custody of the child if the applicant shares custody with others. If more than one person is providing consent, photocopy the blank consent form for each person to complete.
 - submit **all original signed consent form(s)**, completed by the child **and** any other person(s) with legal custody who are not the applicant.
- ☐ **Notice** of this amendment must be provided to any person lawfully entitled to access to the child at least 30 days before submitting the application. In Ontario, non-custodial parents automatically have access unless a court order or separation agreement specifically states they cannot have access. You do not need to send this form to anyone who will get the consent form in item 3 above. If more than one person requires notice, photocopy the blank notice form and provide a separate notice form along with a copy of the completed Application for a Change of Sex Designation on a Birth Registration of a Child and a copy of the completed Statutory Declaration for a Change of Sex Designation on a Birth Registration of a Child to each person being notified of the change of sex designation. Send by registered or certified mail to the last known address of the person entitled to notice.
Submit:
 - all original signed notice form(s)**, completed by every person who is lawfully entitled to access to the child**Or**
 - all original registered or certified mail receipt(s)** that includes the date stamped by the postal outlet and the full name and mailing address of the person receiving notice.
- ☐ **A letter** (on the health practitioner's letterhead) signed by a practising physician or a psychologist (including a psychological associate) authorized to practise in Canada, showing their licence number and stating that they:
 - are a practising member in good standing of the appropriate regulatory body (e.g., College of Physicians and Surgeons of Ontario, College of Psychologists of Ontario);
 - have treated or evaluated the child (identified by full name) who is requesting the change in sex designation (specify the change in sex designation);
 - confirm that the child's gender identity does not accord with the sex designation on the child's birth registration; and
 - are of the opinion that the change of sex designation on the birth registration is appropriate.

- ☐ **Court orders** (original or court certified copies) or **separation agreements** that include information about custody status, access to the child and/or provisions regarding the sex designation of the child.
- ☐ All previously issued **birth certificates, birth certificates with parental information, and certified copies of the birth registration.**

8. ☐ A completed **Request for Birth Certificate application** with payment for any requested birth certificates or a certified copy of birth registration.

Alternative Evidence

In lieu of item 5 above, any one of the following documents may be submitted and will be reviewed on a case by case basis:

- I. A document or certificate issued by a jurisdiction in which the child was domiciled or ordinarily resident that, in the opinion of the Registrar General, confirms that the child's gender identity does not accord with the sex designation on the child's birth registration and it is appropriate that the sex designation be changed; or
- II. If the child is not domiciled or ordinarily resident in Canada, such medical evidence that, in the opinion of the Registrar General, confirms that the child's gender identity does not accord with the sex designation on the child's birth registration and it is appropriate that the sex designation be changed; or
- III. A certificate signed by a practising physician authorized to practise in Canada, that complies with the current requirements of s. 36(2) (a) or (b) of the *Vital Statistics Act*.

Resources for Physicians and Psychologists

The Registrar General relies on health practitioners to exercise their own judgment in accordance with their own experience, expertise and contact with the applicant to determine whether a request to change the sex designation on the child's birth registration is appropriate. For additional resources, health practitioners may consult the Centre for Addiction and Mental Health (CAMH) at www.camh.net and refer to the guidelines established by the World Professional Association for Transgender Health (WPATH), Standards of Care at www.wpath.org.

Personal information contained on this form and other documents submitted with this application is collected under the authority of the *Vital Statistics Act*, R.S.O. 1990 c.V.4, as amended, and may be used to make additions, corrections or amendments to registrations, provide certified copies, extracts, certificates, search notices, photocopies; and for statistical, research, medical, security and law enforcement, adoption and adoption disclosure purposes. The Office of the Registrar General may verify with health practitioners or jurisdictions the information they have provided on the documents in support of this application. It is an offence to willfully make or cause to be made a false statement on this form and other documents submitted with this application. Questions about this collection should be directed to: The Deputy Registrar General, Office of the Registrar General, PO Box 3000, 189 Red River Road Thunder Bay ON P7B 5W0. Telephone: Outside Toronto but within North America 1-800-461-2156 or in Toronto or outside North America 416-325-8305, TTY/Teletypewriter (for the hearing impaired) 416-325-3408.