



Changing your name

Thanks for letting us know about your change of name. For us to update your name, all you have to do is complete the following steps and we'll do the rest.

To change your name on your Virgin Saver Account we need you to:

- 1** Complete the Statutory Declaration on the reverse, which tells us your former name, your new name and the reason for the change. This has to be signed in your former name as well as your new name, and witnessed by one of the parties specified on the form. Please write your Virgin Saver Account number on the form as well.
 - 2** Provide evidence of your name change, such as a marriage certificate, divorce papers, current Australian driver's licence, valid passport or change of name certificate issued by an Australian Government office. (Please don't send the original – *an original certified photocopy is required*).
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Please fill in the forms and post them back to us at:

**Virgin Money
GPO BOX 3483
Sydney NSW 2001**

As soon as we get them we'll arrange to update your name on your Virgin Saver Account.

Any questions? We're here to help, so just give us a call on 13 37 39.



Statutory declaration

I
(NEW FULL NAME)

Of
(ADDRESS)

.....Postcode

in the State/Territory of.....

insert your occupation(s).....

do solemnly and sincerely declare that:

.....

.....

.....

.....

..... Account Number

Place your initials in the box beside the State or Territory in which your Statutory Declaration is being made.

NSW – AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of the *Oaths Act 1900*.

TAS – AND I make this solemn declaration by virtue of section 132 of the *Evidence Act 1910*.

VIC – AND I acknowledge that this declaration is true and correct, and I make it in the belief that a person making a false declaration is liable to the *penalties for perjury*.

NT – AND I make this solemn declaration by virtue of the Oaths Act and conscientiously believing the statement contained in this declaration to be true in every particular.

QLD – AND I make this solemn declaration conscientiously believing the same to be true by virtue of the provisions of The *Oaths Act 1867*.

NOTE: A person wilfully making a false statement in a statutory declaration is liable to a penalty of \$2,000 or imprisonment for 12 months, or both.

SA – AND I make this solemn declaration conscientiously believing the same to be true and by virtue of the provisions of *The Oath Act 1936*.

CTH/
ACT – AND I make this solemn declaration by virtue of the *Statutory Declaration Act 1959* and subject to the penalties provided by the Act for making of false statements in statutory declarations, conscientiously believing the statements contained in this declaration to be true in every particular.

WA – AND I make this solemn declaration by virtue of section 106 of the *Evidence Act 1906*.

Declared atin the State/Territory of

this.....day of.....20.....

(SPECIMEN SIGNATURE OF PREVIOUS NAME)

(NEW SIGNATURE OF DECLARANT)

before me.....

(SIGNATURE OF WITNESS)

(NAME OF WITNESS)

.....Postcode

(ADDRESS OF WITNESS)

(TITLE/QUALIFICATION OF WITNESS)

Statutory declaration

As this Statutory Declaration form is designed to be used anywhere in Australia, you must ensure that two simple things are done:

1. By placing your initials in the box beside a State or Territory, the words that appear next to that particular State or Territory are incorporated in your Statutory Declaration. In addition, those words that appear next to other States and Territories are ignored.
2. Please make sure that the person who witnesses your signature is qualified to be a witness and it is signed in their presence.

A Justice of the Peace is an acceptable witness for a Statutory Declaration in any State or Territory of Australia in which he/she is registered to act as a Justice of the Peace.

Other people who are qualified to witness your signature – apart from a Justice of the Peace - in each State or Territory of Australia are:

NSW – Notary public, commissioner for the court for taking affidavits, a solicitor, authorised under Section 27(1) of the Oaths Act 1900, and any other person authorised to administer an oath as set out in s26 of the Oaths Act 1900.

Victoria – A wide variety of persons are qualified to be witnesses including barristers and solicitors of the Supreme Court, registered medical practitioners, registered dentists, pharmacists and notaries public.

Queensland – Commissioner for declarations, notary public, barrister, solicitor or conveyancer.

South Australia – Notary public or other officer by law authorised to administer an oath or affirmation, a proclaimed member of the Police Force and proclaimed bank managers, within the meaning of s32 Oaths Act 1936 (SA).

Western Australia – Any person authorised by law to administer an oath. This includes (amongst others) a town or shire clerk, deputy town or shire clerk, council member, electoral registrar, officer of the Commonwealth or State public service, teacher, police officer, bank manager, registered secretary of an organisation of employees or employers, legal practitioner, medical practitioner, pharmacist, academic of tertiary education institution, real estate agent, insurance broker, auditor, liquidator, chartered or certified public accountant, commissioner for declarations or a member of the State of Federal House.

Tasmania – Any person authorised by law to administer an oath, as set out in s130 of the Evidence Act 1910 (TAS) or a commissioner for declarations.

Northern Territory – A Northern Territory witness must be a person over the age of 18 years who should supply full name and contact details below the signature . NOTE: A person wilfully making a false statement in a Statutory Declaration is liable to a penalty of \$2,000 or imprisonment for 12 months, or both.

Commonwealth & ACT – a wide variety of persons are qualified to be witnesses including legal practitioners, dentists, medical practitioners, pharmacists and notaries public.