



REQUEST TO RECORD THE CHANGE OF GENDER IDENTIFIER ON THE INDIAN REGISTER (FOR DEPENDENT ADULTS OR CHILDREN 15 YEARS OF AGE OR YOUNGER)

Privacy Statement

Personal information is collected, used and disclosed by Indigenous Services Canada in accordance with the *Privacy Act*. Only information needed to administer the Indian Registration and the Secure Certificate of Indian Status programs is collected. The authority to collect and use personal information is derived from the *Indian Act*. The information collected is used to determine entitlement to registration on the Indian Register and membership in a First Nation whose Band List is maintained by the Department, to issue a Secure Certificate of Indian Status to registered persons and for the provision of benefits and services to those who are registered. This personal information collection is described in Info Source (AANDC PPU 110, AANDC PPU 220), available online at <https://www.aadnc-aandc.gc.ca/eng/1353081939455/1353082011520>. You have the right to access and request corrections to your personal information by contacting the department's Privacy Coordinator at 819-997-8277. For more information on privacy issues, complaints and the *Privacy Act* in general, you may consult the Privacy Commissioner at 1-800-282-1376.

SECTION 1: Child / Dependent Adult

Family Name	Given Name(s)	
Registration Number (10 digits) (if applicable)	Date of Birth (YYYYMMDD)	
Address (number, street, apartment, P.O. box, city, province/territory/State)		Postal/ZIP Code
Gender Identifier to be recorded on the Indian Register: <input type="radio"/> F <input type="radio"/> M <input type="radio"/> X		
Has the name of the child or dependent adult been legally changed? <input type="radio"/> No <input type="radio"/> Yes ▶ If yes, provide a legal name change document; review the instructions.		

SECTION 2: Parent / Legal Guardian (an identity document is required, review the instructions)

Family Name	Given Name(s)	
Registration Number (10 digits) (if applicable)	Telephone (daytime)	Telephone (other)
Address (if different from address above)	Email Address	

Relationship to Child/Dependent Adult

Parent Custodial Parent Legal Guardian Other (specify): _____

If there are legal documents pertaining to the custody or guardianship of the child or dependent adult, provide copies; review the instructions.

Declaration: I solemnly declare that the information provided on this form is true and request that the change of gender identifier (and legal name change, if applicable) be recorded on the Indian Register.

▶ Signature of Parent / Legal Guardian:	Date (YYYYMMDD)
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SECTION 3: Guarantor (if applicable, review the instructions)

Family Name	Given Name(s)	Date of Birth (YYYYMMDD)
Occupation OR Secure Certificate of Indian Status (serial number)	Telephone (daytime)	Telephone (other)
Mailing Address	Email Address	

Declaration: I solemnly declare that I have known the parent or legal guardian personally for at least 2 years and that the information provided on this form is true. If applicable: I have signed and dated the copy of the front and back of the parent's or legal guardian's identity document(s) to confirm that I have seen the original document(s).

▶ Guarantor's Signature:	Date (YYYYMMDD)
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FOR DEPARTMENTAL USE ONLY (section to be completed by trusted source, if applicable)

Full name	Organization	
First Nation/Band Number or Initiator Code	Email Address	
Telephone (daytime)	Date (YYYYMMDD)	▶ Signature:



INSTRUCTIONS
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(FOR DEPENDENT ADULTS OR CHILDREN 15 YEARS OF AGE OR YOUNGER)

- ▶ Complete the form electronically or write in block letters using black or dark blue ink.
- ▶ **Do not forget to sign and date section 2.**
- ▶ **Review the identity document requirements to determine if you need a guarantor (section 3).**
- ▶ Submit the request and supporting documents by mail or in person:

By mail: Indigenous Services Canada, **10 Wellington Street, Gatineau, Quebec, K1A 0H4.**
Original documents sent by mail will be returned to you within 4 weeks of receiving your request.

In person at your First Nation/Band office or at an Indigenous Services Canada regional office.
For the list of regional offices, visit www.canada.ca/indian-status or call toll free 1-800-567-9604.

DOCUMENT REQUIREMENTS

- ▶ **IDENTITY DOCUMENT** – The parent / legal guardian must provide a valid (not expired) identity document issued by a federal, provincial, territorial or State (U.S.) government authority.

Select ONE of the following options based on the documents that you have:

- 1) Your Secure Certificate of Indian Status or Certificate of Indian Status.
- 2) ONE identity document that includes your name, date of birth, photo and signature.
- 3) Multiple identity documents that, when combined, include your name, date of birth, photo and signature.
- 4) If you only have ONE identity document that does not show your date of birth, photo or signature, provide the document **AND have your guarantor complete SECTION 3.**

Note: If you are submitting the request in person, it is recommended that you bring your original identity document(s) (not a copy). If you are sending the request by mail, enclose a copy of the FRONT and the BACK of your identity document(s), **each copy signed and dated by your guarantor. The guarantor must also complete, sign and date SECTION 3.**

- ▶ **LEGAL NAME CHANGE DOCUMENT** – If the child's or dependent adult's name was legally changed, you must provide a legal name change certificate **OR** an amended proof of birth document with the current name of the child or dependent adult and the parents' names. You may provide:

- 1) The original legal name change document; **OR**
- 2) A copy of the legal name change document and a copy of a government-issued identity document with the current name of the child or dependent adult (for example, a health card).

- ▶ **CUSTODY / GUARDIANSHIP DOCUMENT** – If there are legal documents pertaining to the custody or guardianship of the child or dependent adult (such as a divorce judgment, a separation agreement, a custody order or a guardianship order), you must provide a copy of the most recent legal documents.
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ABOUT GUARANTORS

A **guarantor** is a person who can confirm the identity of the parent or legal guardian. A family member who meets all the criteria can act as your guarantor. The guarantor: 1) must have known the parent or legal guardian personally for at least two years; 2) must be 18 years of age or older; 3) must live in Canada or the U.S.; 4) must be available to confirm information.

The guarantor must have a valid Secure Certificate of Indian Status (SCIS) and must have been at least 16 years old when they applied for the SCIS **OR** must be a person working in one of the following occupations:

- 1) Indian Registrar or Deputy Registrar; 2) elected or appointed official (Band Chief or councillor, **Indian registration administrator**, mayor, member of Parliament or of a Legislative Assembly); 3) medical professional (dentist, doctor, optometrist, pharmacist, chiropractor or registered nurse); 4) judge, magistrate or police officer (First Nations; RCMP; municipal, provincial or territorial police); 5) lawyer, notary, notary public; 6) minister of religion; 7) postmaster; 8) professor, teacher or senior administration official of a school, college or university; 9) professional accountant; 10) professional engineer; 11) registered social worker or registered social service worker; 12) an officer of the Regular Force may act as guarantor for a reservist or a member of the Regular Force.

A more detailed list of occupations is available at www.canada.ca/indian-status (see section *About Guarantors*).
