

ID FAQs

Help changing your name and/or
gender marker
compassch.org/positive-space



The Queer Justice Project

100 Main St E,
Suite 203

In-person clinics are
on hold, but you can
still start the process
of changing your name
and/or gender marker!



The Queer
Justice
Project
Le projet de
justice queer



COMPASS
COMMUNITY HEALTH



Hamilton Community Legal Clinic
Clinique juridique communautaire de Hamilton



1. What forms will I need?

A. Adult (18+ years old) name change:

i. Application to Change an Adult's Name

<https://www.ontario.ca/page/change-name#section-0>

ii. Request for non-publication in Ontario Gazette

<https://www.ontario.ca/page/change-name#section-8>

B. Adult gender marker change:

i. Application for a Change of Sex Designation on a Birth

Registration Adult <https://www.ontario.ca/page/changing-your-sex-designation-your-birth-registration-and-birth-certificate>

- ii. Statutory Declaration for a Change of Sex Designation on a Birth Registration Adult
 - iii. A letter signed by a practicing physician or psychologist authorized to practice in Canada
 - iv. Request for a new birth certificate form
- C. Child (16 and younger) name change:
- i. Application to Change a Child's Name
<https://www.ontario.ca/page/change-name#section-1>
 - ii. Consent form from every person with legal custody
 - iii. Signed acknowledgement from every person with legal access of notice of the name change
 - iv. Request for non-publication in Ontario Gazette
<https://www.ontario.ca/page/change-name#section-8>
- D. Child gender marker change:
- i. Application for a Change of Sex Designation on a Birth Registration of a Child (17 or younger)
<https://www.ontario.ca/page/changing-your-sex-designation-your-birth-registration-and-birth-certificate>
 - ii. Statutory Declaration for a Change of Sex Designation on a Birth Registration Child
 - iii. Consent form from every person with legal custody
 - iv. Proof of notice from every person with legal access
 - v. A letter signed by a practicing physician or psychologist authorized to practice in Canada
 - vi. Request for a new birth certificate form

2. Which form do I fill out if I'm 16 or 17 years old?

A. You can fill out either the adult or child's application. Please reach out to the Queer Justice Project if you're unsure which is best for you.

<https://queerjustice.ca/en/>

3. Who is the "applicant" for a child's application?

A. Your legal guardian.

4. Who is the "applicant" for an adult's application?

A. The person requesting the name and/or gender marker change.

5. What name do I use?

A. Use your current legal name (dead name), unless otherwise stated.
*Unfortunately, this means you have to write your dead name multiple times during this application, which can be really difficult. Take breaks or ask for help, if you can.

6. What do I put for my “reason for name change”?

A. Your answer here can be something simple like “I’m transgender”.

7. In the “Application to Change a Child’s Name”, who has to fill out the consent form (form 7)?

A. This form needs to be filled out by EVERY person with legal custody for the child. *If one of your legal guardians refuses to complete a consent form, please reach out to the Queer Justice Project.

<https://queerjustice.ca/en/>

8. In the “Request for Birth Certificate” form, what do I put as my reason for requesting a new birth certificate?

A. Check the “first time applying for a birth certificate” box.

9. What if I wasn’t born in Ontario?

A. You can change your name in Ontario if you’ve lived in Ontario for the past 12 months. Please reach out to the Queer Justice Project to discuss changing your legal sex designation.

<https://queerjustice.ca/en/>

10. What should my letter from a physician say?

A. Please see the uploaded template on the Queer Justice Project website. <https://queerjustice.ca/en/>

11. How much will this cost?

A. It’s \$137 to process the birth certificate forms and \$35 to replace your birth certificate, plus the cost of postage.

12. How long will it take?

A. Previously, it would take 6-8 weeks to process an application. It’s unclear if things will have slowed with COVID-19.

13. I’ve completed the forms, what else will I need to send?

A. You must send your original birth certificate. We recommend you photocopy it prior to sending it in the mail.

14. Do you provide any financial assistance?

A. At the moment, we unfortunately cannot provide financial assistance. We can refer you to organizations that might.

15. Do you charge for your services?

A. No, we assist with completing the applications and notarize for free.