

**MINIMUM REQUIREMENTS FOR RGO APPLICATIONS**  
**NGAAHI FIEMA'U KI HE NGAAHI KOLE KI HE 'OFISI 'O E FAILEISISITA SENIALE**

**1. AMENDMENT OF PARTICULARS ON BIRTH, DEATH AND MARRIAGES CERTIFICATE**

*Decision maker: Registrar General*

**1.1 BIRTH/DEATH CERTIFICATE AMENDMENTS**

**FEE: \$16**

***Section 8 and 9 of Registrar General's Births and Deaths Regulations***

- Application letter by counsel or birth/death certificate holder or authorized agent
- Affidavit of birth certificate holder or authorized agent
  - Grounds for amendment
  - State authority to amend – refer to section 8 (6) of the Regulations (where there is clerical error)
- Letter of authorization agent (must be notarized)
- Consent of birth certificate holder if over 16
- Original Birth certificate of subject
- Documentary evidence to prove clerical error made

**1. FAKATONUTONU KI HE TOHI TA'U, TOHI PEKIA PE TOHI MALI**

*Faitu'utu'uni: Faileisisita Seniale*

**1.1 FAKATONUTONU KI HE TOHI PEKIA/ TOHI TA'U**

**TOTONGI: \$16**

***Kupu 8 mo e 9 'o e Ngaahi Tu'utu'uni 'a e Faileisisita Seniale ki he Fa'ele mo e Pekia***

- Tohi kole mei he tokotaha 'o ku ha'ana 'a e tohita'u pe tohi pekia pe ko e tokotaha kuo ne fakamafai'i pe ko 'ene loea
- Fuakava pou pou mei he tokotaha 'oku ha'ana e tohita'u pe tohi pekia pe koe tokotaha kuo fakamafai'i
  - Fakaha ai 'a e ngaahi makatu'unga ki he fiema'u ke fakatonutonu
  - Ko fe 'a e mafai ke fai 'aki e fakatonutonu – vakai ki he kupu 8 (6) 'o e Ngaahi Tu'utu'uni (kapau koe fehalaaki 'a e kalake)
- Tohi fakamafai kapau 'oku fakamafai'i ha taha (kuo pau ke fakamo'oni 'i mu'a 'i ha Notary Public pe JP)
- Tohi mei he tokotaha 'oku 'ai ke fakatonutonu 'ene tohita'u 'oku loto ki he fakatonutonu
- Tatau mo'oni 'o e tohitau 'oku 'ai e fakatonutonu
- Ngaahi fakamo'oni ke pou pou ki ha fehalaaki 'a e kalake

## **1.2 MARRIAGE CERTIFICATE AMENDMENTS**

**FEE: \$16**

### ***Section 7 of the Solemnization of Marriage Regulations, section 8 and 9 of Registrar General's Births and Deaths Regulations***

- Joint application by applicants or by one of the parties with full knowledge and written consent of the other or by authorized agent
- Affidavit in support by applicant/s
  - Grounds for amendment
  - State authority to amend
- Original Marriage certificate of applicant/s
- Authorization letter (must be notarized)
- Documentary evidence to prove error made
- Letter from church minister who filled out Marriage Certificate

## **1.2 FAKATONUTONU KI HE TOHI MALI**

**TOTONGI: \$16**

### ***Kupu 7 'o e Ngaahi Tu'utu'uni ki he Fai 'o e Mali, kupu 8 mo e 9 'o e Ngaahi Tu'utu'uni 'a e Faileisita Seniale ki he Fa'ele mo e Pekia***

- Tohi kole mei he ongo me'a mali pe ko ha taha kuo fakamafai'i 'e he ongo me'a mali ke ne fakahu 'ena tohi kole
- Fuakava pou pou 'a e tokotaha kole
  - Ngaahi makatu'unga ki he fiema'u ke fakatonutonu
  - Fakaha 'a e mafai ke fakatonutonu
- Tatau mo'oni 'o e tohi mali ke fakatonutonu
- Tohi fakamafai (ke fakamo'oni 'i mu'a 'i ha loea, JP pe Notary Public etc)
- Ngaahi fakamo'oni fakapepa ke fakamo'oni 'aki 'a e fehalaaki
- Tohi mei he faifekau na'a ne fai e mali mo fakafonu 'a e Tohi Mali