



**PARENTS WHO WERE UNMARRIED
(AND HAVE NOT SUBSEQUENTLY MARRIED)
OR WERE NOT IN A CIVIL PARTNERSHIP
AT THE TIME OF THE CHILD'S BIRTH**

Child's Name (BLOCK CAPITALS):
.....

(a) Have you made a Parental Responsibilities and Rights Agreement, with your child's natural father/parent, under section 4 of the Children (Scotland) Act 1995?

Yes No

(b) Has a Court Order been granted awarding the natural father/parent of your child parental responsibilities or depriving you of your parental responsibilities?

Yes No

(c) If child's birth was registered or re-registered on or after 4 May 2006, does the natural father's/parent's name appear on the child's birth entry?

Yes No

Signed

Name (BLOCK CAPITALS)

Relationship to child

Address

.....

..... Postcode

Telephone number

Date



General Register Office
for
SCOTLAND
information about Scotland's people

Change of Name Unit
New Register House
Edinburgh
EH1 3YT

Direct line	0131 314 4404	International	+44 131 314 4404
Facsimile	0131 314 4400	GTN	7166 404
Switchboard	0131 334 0380	E-mail	namechange@gro-scotland.gsi.gov.uk

GUIDANCE NOTES TO HELP YOU COMPLETE FORM PRF

- A. An application by one parent to record a change of name of their child can only be accepted if that parent has sole parental responsibilities for their child.

Before an application can proceed therefore we require to know:

- (a) whether a Parental Responsibilities and Rights Agreement has been made with the child's natural father/other parent under section 4 of the Act;
- (b) whether a Court Order has been granted awarding the natural father/other parent of the child parental responsibilities or depriving the mother of her parental responsibilities;
- (c) whether the natural father's/parent's name appears on the child's birth entry for a child's birth registered or re-registered on or after 4 May 2006.

Please note that if **ANY OF THE ABOVE APPLIES**, we need the natural father's/parent's signature before the recording can proceed unless these rights have subsequently been removed by a Court.

- B. **THIS FORM SHOULD BE SENT, TOGETHER WITH THE APPLICATION TO RECORD A CHANGE OF NAME, THE APPROPRIATE FEE AND SUPPORTING EVIDENCE (where required), TO:**

The General Register Office for Scotland
Change of Name Unit
(Room 35)
New Register House
Edinburgh
EH1 3YT

There is a booklet available, called "Family Matters: Family Law and Young People in Scotland" which provides further information on parental responsibilities and rights. This can be obtained from The Scottish Government Civil Law Division, Telephone: 0131 244 3581 or Fax: 0131 244 8325 or e mail family.law@scotland.gsi.gov.uk

For any enquiries, please telephone the Change of Name Unit on 0131 314 4404, 4545, 4409 or 4444.