

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

D. CERTIFICATE OF NAME REGISTRATION

Decision maker: Registrar General

D. TOHI FAKAMO'ONI 'O E LESISITA HINGOA

Faitu'utu'uni: Failesisita Seniale

1.1 CHANGE OF NAME

FEE: \$16

Registrar General's (Change of Name) Regulations 2011

- Form A (to be completed and signed by subject only)
- Form B (to be completed the Registrar of the Supreme Court or if subject is overseas, to be completed and signed before a Justice of Peace or Notary Public)
- Form C (to be completed before the Registrar of the Supreme Court or if subject is overseas, to be completed and signed before a Justice of Peace or Notary Public)
- Affidavit in support

Must include the following:

- Grounds for Change of Name
- Whether applied for CN previously – in Tonga, when or overseas and where
- State guardianship details if child was subject to such an order
- Affidavit in support by a person who has known applicant/subject for over 10 years as required by section 6 of the Regulations
- Original Tongan birth certificate of subject
- Original Marriage Certificate (applies only to married women) & Consent Letter from Husband
- Original Divorce Decree (if applicant is a divorced woman) or Death Certificate (if woman is a widow)
- Any other documents in support of application eg. Photo identification, official documents etc which is registered with the new name
- Where relevant, original of legal guardianship order

Note: The above documents are to be lodged with RGO. After it is checked and confirmed that is complete then -

- Form C is released to applicant to be published on any newspaper, the page where Form C is published is then filed with RGO
- If application is approved, \$25 fee for the registration of the Certificate of Name Registration

1.1 LILIU HINGOA

TOTONGI: \$16

NGAAHI TU'UTU'UNI (LILIU 'O E HINGOA) 'A E FAILEISISITA SENIALE 2011

- Foomu A (ke fakafonu pea fakamo'oni kiai 'a e tokotaha kole liliu hingoa)
- Foomu B (ke fakamo'oni 'i mu'a 'i he Failesisita 'o e Fakamaau'anga Lahi pea kapau 'oku 'i muli 'a e tokotaha kole liliu hingoa kuo pau ke 'ave ke foomu ke fakamo'oni 'i mu'a 'i ha Justice of Peace pe Notary Public)
- Foomu C (ke fakamo'oni 'i mu'a 'i he Failesisita 'o e Fakamaau'anga Lahi pea kapau 'oku 'i muli 'a e tokotaha kole liliu hingoa kuo pau ke 'ave ke foomu ke fakamo'oni 'i mu'a 'i ha Justice of Peace pe Notary Public)
- Fuakava pou pou 'a e tokotaha kole (*teuteu'i 'e he Loea*)

Kuo pau ke fakaha ai eni:

- Ngaahi makatu'unga 'o e fiema'u ke liliu hingoa
 - Na'e 'osi fai ha kole liliu hingoa kimu'a – 'i Tonga ni pe 'i muli, fakaku pea 'anefe
 - 'Omai mo e ngaahi fakamatala felave'i mo e tauhi fakalao 'o e leka kapau 'oku 'iai ha tu'utu'uni pehe
- Fuakava pou pou mei he taha 'oku ne 'ilo 'a e tokotaha kole liliu hingoa 'o 'ova he ta'u 10 'o hange koia 'oku fiema'u 'e he kupu 6 'o e Ngaahi Tu'utu'uni
 - Tatau mo'oni (original) 'o e tohi ta'u 'o e tokotaha kole liliu hingoa pea mo e ngaahi fakamo'oni makehe koia 'oku fiema'u 'e he kupu 5 (2) 'o e Ngaahi Tu'utu'uni
 - Tatau mo'oni 'o e tohi mali & Tohi fakaha loto mei he husepaniti ('okapau 'oku mali)
 - Tatau mo'oni 'o e tohi vete/Tatau mo'oni 'o e tohi pekia ('okapau koe fefine na'e mali vete pe ko ha uitou)
 - Ngaahi fakamatala kehe pe ke pou pou ki he tohi kole
 - Kapau 'oku felava'i 'a e tohi kole mo e tu'utu'uni ki he tauhi fakalao pea 'omai 'a e tatau mo'oni (original) 'o e tu'utu'uni fakalao koia
- Fakatokanga'i ange: Hili hono fakahu 'o e ngaahi tohi 'i 'olunga ki he 'Ofisi 'o e Failesisita Seniale pea vakai'i 'oku maau 'e hoko atu leva ki heni -***
- Tukuange atu 'a e Foomu C ke tu'uaki 'i ha taha pe 'o e ngaahi nusipepa pea 'omai 'a e tatau 'o e nusipepa 'oku pulusi ai e Foomu ki he 'Ofisi 'o e Failesisita Seniale
 - 'Okapau 'e tali 'a e tohi kole liliu hingoa 'e totongi 'a e \$25 ki hono lesisita 'o e Tohi Fakamo'oni Liliu Hingoa

1.2 REGISTRATION OF ALIAS

FEE: \$16

Registrar General's (Change of Name) Regulations 2011

- Form A (to be signed by subject only)
- Affidavit in support (*drafted by a lawyer*)
- Must include the following:***
 - Grounds for registration of alias
 - Whether applied for alias previously – in Tonga, when or overseas when and where
 - State guardianship details if child was subject to such an order
- Original birth certificate of subject
- Consent letter from husband (if applicable)
- Original Marriage Certificate (if applicable)
- Original Divorce Decree/Original Death Certificate (where applicable)
- Two letters of support – from reliable sources who knows subject is identified by alias name.
- Any other documents in support of application eg. Photo identification or official documents that the subject is registered with the alias
- Where relevant, original of legal guardianship order
- \$25 fee upon grant of registration of alias

1.2. LESISITA 'O HA HINGOA UA

TOTONGI: \$16

NGAAHI TU'UTU'UNI (LILIU 'O E HINGOA) 'A E FALESISITA SENIALE 2011

- Foomu A (ke fakafonu mo fakamo'oni 'a e tokotaha kole lesisita hingoa ua)
- Fuakava Poupou (*teuteu'i 'e he Loea*)
- Kuo pau ke fakaha ai eni:***
 - Ngaahi makatu'unga ki he lesisita 'o e hingoa ua
 - Na'e 'osi fai ha kole lesisita hingoa ua kimu'a – 'i Tonga ni pe 'i muli, fakaku pea 'anefe
 - 'Omai mo e ngaahi fakamatala felave'i mo e tauhi fakalao 'o e leka kapau 'oku 'iai ha tu'utu'uni pehe
- Tatau mo'oni (original) 'o e tohi ta'u 'o e tokotaha kole
- Tatau mo'oni 'o e tohi mali & Tohi fakaha loto mei he husepaniti ('okapau 'oku mali)
- Tatau mo'oni 'o e tohi vete/Tatau mo'oni 'o e tohi pekia ('okapau koe fefine na'e mali vete pe ko ha uitou)
- Tohi poupou 'e ua – mei ha tokotaha falala'anga 'oku ne 'ilo 'aki 'a e tokotaha kole ki he hingoa ua ko eni
- Ngaahi fakamatala kehe pe ke poupou ki he tohi kole eg. Ngaahi faka'ilonga 'ata pe tohi faka'ofisiale 'oku lesisita 'aki e tokotaha hono hingoa uaa
- Kapau 'oku felava'i 'a e tohi kole mo e tu'utu'uni ki he tauhi fakalao pea 'omai 'a e tatau mo'oni 'o e tu'utu'uni fakalao koia
- Hili hono tali 'a e tohi kole, totongi 'a e \$25 ki hono lesisita 'o e Tohi Fakamo'oni Hingoa Ua

1.3 DELETE/CANCEL ALIAS

FEE: \$16

- Application letter (by subject only)
- Affidavit in support (*drafted by a lawyer*)
Must include the following:
 - Grounds for deleting the alias
- Original Certificate of Name Registration or Original Birth Certificate where alias is registered

1.3 TAMATE'I/KANISELI 'O E HINGOA UA

TOTONGI: \$16

- Tohi kole (fai 'e he tokotaha ha'ana e hingoa ua)
- Fuakava Poupou (*teuteu'i 'e he Loea*)
Kuopau ke fakaha ai eni:
 - Makatu'unga hono tamate'i 'o e hingoa ua
- Tatau mo'oni (original) 'o e Tohi Fakamo'oni Lesisita Hingoa Ua pe Tohita'u 'oku lesisita ai e hingoa ua

E. APPLICATION TO WAIVE REQUIREMENT TO PRODUCE ORIGINAL DOCUMENT

FEE: \$16

Decision maker: Registrar General

(Where the original documents required cannot be produced in any RGO applications or in an application to obtain a license to marry)

- Application letter
- Affidavit in support (*drafted by a lawyer*)
 - Why original document cannot be produced
 - Undertake to produce original document in six weeks' time and to pay bond of TOP\$150
 - Understand that failure to produce original would result in forfeiture of bond paid to RGO
 - Confirm that the photocopy is a true and correct copy of the original
- Copy of document
- Original Passport in lieu of birth certificate
- If application is approved, applicant shall pay TOP\$150 as bond

E. TOHI KOLE KE FAKATATAFE 'A E NGAHI FIEMA'U KIHE TATAU MO'ONI (ORIGINAL) KAE NGAUE'AKI PE 'A E TATAU (COPY)

TOTONGI: \$16

Faitu'utu'uni: Failesisita Seniale

('Oku ngaue'aki eni ki he taimi koia 'oku 'ikai ma'u ai 'a e tatau mo'oni (original) ki ha fa'ahinga tohi kole pe ki he 'Ofisi 'o e Failesisita pe ko e kole ke ma'u 'a e laiseni ke fai 'a e mali)

- Tohi kole
- Fuakava pou pou (*teuteu'i 'e he Loed*)
 - 'UHINGA 'OKU 'IKAI MA'U AI 'A E TATAU MO'ONI (ORIGINAL)
 - Fakapapau ke ma'u mai 'a e tatau mo'oni 'i lotu he uike 'e 6 pea totongi mo e malu'i TOP\$150
 - Mahino'i ka 'ikai ma'u mai 'a e original 'i lotu he uike 'e 6 'oku mole leva e totonu ke fakafoki atu 'a e malu'i pea mole leva kihe 'Ofisi 'o e Failesisita Seniale 'a e pa'anga koia
 - Fakapapau ko e tatau (copy) koe tatau mo'oni pe ia mo totonu 'o e tatau mo'oni (original)
- Tatau (copy) 'o e pepa pe tohi fakamo'oni
- Tatau mo'oni 'o e paasipooti kapau 'oku 'ikai ma'u 'a e tatau mo'oni 'o e tohita'u
- 'Okapau 'e tali 'a e tohi kole, kuopau ke totongi 'a e malu'i TOP\$150