

**DEED**

**POLL**

2025

## **NOTES CONCERNING APPLICATIONS FOR REGISTRATION OF A DEED POLL**

### **General information**

An application for the registration of a deed poll may be made by any person of full age (18) who is ordinarily resident in Jersey.

### **Married Person**

When an application is made by an applicant who is married, the written consent of the spouse of the applicant must be endorsed on the deed poll, unless good cause is shown to the contrary (supported by affidavit). This is not necessary when the application is only for the change of First name(s).

A woman does not lose her maiden name when she marries and may resume using her maiden name following any subsequent divorce or the death of her husband without the need to execute a deed poll. Registration of the deed poll in the Public Registry of the Island is only necessary where the deed poll is executed by persons whose names appear in the Register of Contracts or the Register of Procurations or as a defendant in the Register of Obligations.

### **Minor Children**

Please seek legal advice under Article 14 of the Children (Jersey) Law 2002 (available on the <https://www.jerseylaw.je/laws/current/Pages/12.200.aspx> ) and Practice Direction RC 05/26 or contact Louise Bond, Family Proceedings Officer [jgrprivatefamily@courts.je](mailto:jgrprivatefamily@courts.je) or the Judicial Greffe [jgreffe@courts.je](mailto:jgreffe@courts.je)

An application on behalf of a minor (i.e. a person aged less than 18) must be made by his parent or legal guardian. The deed poll in respect of which such application is made shall be signed by the parent or legal guardian on behalf the minor. If the minor has attained the age of 14 the deed poll must also be signed by the minor in both his old and new names.

If the application on behalf of a minor is made by one parent only, the written consent of the other parent, if living, must be obtained and endorsed on the deed poll, unless good cause is shown to the contrary (supported by affidavit).

If the minor is illegitimate, the applicant is the mother only.

If the parents were married at the time of birth or are still married now – the husband's permission needs to be endorsed on the deed poll.

All applications for a deed poll for a minor child where only one parent/guardian is mentioned, need to be checked with the Family Division of the Royal Court to ascertain whether there is any parental responsibility order in place. If so, then the deed poll cannot be processed without the permission of other parent/guardian. This is also true if the child is in the care of the Minister for Health and Social Services, permission will then be needed from the Minister.

From 2<sup>nd</sup> December 2016 if an unmarried father gains parental responsibility if he becomes registered as the child's father on the birth certificate (this does not apply if the registration took place before the 2<sup>nd</sup> December 2016).

**FOR THE CHANGING OF A NAME FOR A MINOR  
PLEASE SEEK LEGAL ADVICE DUE TO THE CHILDREN (JERSEY) LAW 2002**

**Signing**

The deed poll in respect of which application is made shall be signed IN FULL by the applicant in both his/her OLD and NEW names. Such signature shall be witnessed by an Advocate or Solicitor of the Royal Court or by a Notary Public. The signature of a minor of the age of 14 must also be witnessed.

**Contents of deed poll**

The deed poll in respect of which the application is made must state: -

1. the full names of the applicant both as regards the OLD and NEW names.
2. the date and place of birth of the applicant.
3. the ordinary residence of the applicant.
4. the nationality of the applicant at birth.
5. where an applicant is married, the date and place of the marriage, and, if the marriage has been dissolved, the date of the decree absolute and the name of the Court in which it was granted.
6. If the application is made by a woman, she must describe herself in the deed poll as "spinster", "wife of", "widow of" or "former wife of" as the case may be.
7. If the application is made on behalf of a minor, paragraphs (1) to (4), above, shall also apply to the minor on whose behalf the application is being made.

**Public Registry**

Registration of the deed poll in the Public Registry of the Island is only necessary where the deed poll is executed by persons whose names appear in the Register of Contracts or the Register of Procurations or as a defendant in the Register of Obligations.

### **Documents Required for Registration**

A completed 'Demande' to accompany the application.

1. A deed poll which has been signed and dated by the applicant(s).
2. **£75 fee can be paid on line using a debit or credit card via on line payments form available at [www.courts.je/courts-fees/](http://www.courts.je/courts-fees/) or pay cash for a court stamp receipt** obtained from the Treasury Cashiers at Union Street St Helier.

If you require any further assistance, please do not hesitate to contact: -

Darrell Ozouf  
Judicial Greffe,  
Royal Court House, Royal Square,  
St. Helier  
Jersey JE1 1JG

Telephone: 441300

e-mail: [d.ozouf@courts.je](mailto:d.ozouf@courts.je)

**THE ABOVE IS ONLY A GUIDE FOR THE REGISTRATION OF A DEED POLL. FOR THE EFFECT OF REGISTERING A DEED POLL AND GENERAL ADVICE ON WHETHER A DEED POLL WILL ACHIEVE THE REQUIRED RESULT LEGAL ADVICE SHOULD BE SOUGHT.**

## Example of Deed Poll for married Person.

**KNOW ALL MEN BY THESE PRESENTS** (which are intended to be enrolled in the Rolls of the Royal Court of Jersey and the Public Registry), I the undersigned, [full name], husband/wife of [insert spouses' name] of [address] in the Parish of [parish] in the Island of Jersey, a British subject, born in [place and country of birth] on the [D.O.B.] and having been married on the [date of marriage] to the said [spouses name] at [place of marriage] aforesaid, do hereby absolutely renounce and abandon my said [forename/surname] of [forename/surname] and in lieu thereof do assume the said [forename/surname] of [assumed forename/surname] and in pursuance of such change of [forename/surname] as aforesaid I hereby declare that I shall at all times hereafter in all records, deeds and instruments in writing and in all actions and proceedings and in all dealings and transactions and upon all occasions whatsoever use and sign the said name of [full assumed name] as my name in lieu of the said name of [full previous name] as aforesaid.

IN WITNESS WHEREOF I have hereunto subscribed my assumed name and my relinquished name this [date] day of [month], [year].

Signed and delivered by the above

Named [assumed name]

*[sign assumed name]*

Formerly [previous name]

*[sign previous full name]*

Before me: -

[advocate/solicitor/notary public]

**NB. When an application is made by a married person, the written consent of the spouse of the applicant must be endorsed on the deed poll, unless good cause is shown to the contrary.**

## Example of Deed Poll for married Person after divorce.

**KNOW ALL MEN BY THESE PRESENTS** (which are intended to be enrolled in the Rolls of the Royal Court of Jersey and the Public Registry) that I, the undersigned, [full maiden name], formerly wife of [husband's name], a British subject, having been born in [the county of], and being ordinarily resident in the Island of Jersey at [the address of], having married the said [husband's name] on the [date of marriage], which marriage was dissolved by Decree Absolute of the Matrimonial Causes Division of the Royal Court on the [date of divorce], DO HEREBY absolutely renounce and abandon the use of the said surname of [previous named] and in lieu thereof adopt the surname of [assumed named].

For the purpose of evidencing such change of name, I HEREBY DECLARE that at all times hereafter in all records, deeds, documents and other writings and in all actions, suits and proceedings as well as in all devises and transactions, matters and things whatsoever and upon all occasions, I, the said [maiden name], formerly wife as aforesaid, shall use and subscribe the said surname of [assumed named], in lieu of the said surname of [married surname], and I hereby authorise and request all persons whomsoever at all times to designate, describe and address me by such adopted surname of [assumed name] in lieu of the said surname of [previous name].

IN WITNESS WHEREOF I have hereunto subscribed my assumed name and my relinquished name this [date] day of [month], [year].

Signed and delivered by the above

Named [maiden name]

***[sign assumed name]***

Formerly [previous name]

***[sign previous full name]***

Before me:-

***[advocate/solicitor/notary public]***

## **Example of Deed Poll for minor child. (mother having re-married)**

**KNOW ALL MEN BY THESE PRESENTS** (which are intended to be registered in the Royal Court of Jersey) that I, the undersigned [mother's name], [spinster/wife of/former wife of – deleted as appropriate] a British Subject, having been born on the [date of birth] in [town & country of birth], having married [ex-husband's full name] on the [date], which marriage was dissolved by Decree Absolute of the Matrimonial Causes Division of the Royal Court on the [date], having subsequently married [husband's full name] on the [date] at [place of marriage], mother of [child's full name] of [address], Jersey, an infant and British subject having been born in [town & country of birth] on the [child's date of birth] DO HEREBY AND ON BEHALF OF [child's full name] RENOUNCE AND ABANDON the use of [his/her] said surname of [surname] and in lieu thereof and on [his/her] behalf assume as from the date hereof the surname of [new surname].

AND for the purpose of evidencing such change of surname as aforesaid I HEREBY DECLARE on behalf of the said [child's full name] that at all times hereafter in all records, contracts, deeds, documents and instruments in writing and in all actions, suits and proceedings as well as in all dealings and transactions, matters and thin whatsoever and upon all occasions whatsoever [he/she] shall use and sign the said name of [new surname] as [his/her] surname in lieu of the said surname of [current surname] so renounced as aforesaid. AND on behalf of the said [child's full name] I HEREBY AUTHORISE and request all persons whomsoever at all times to designate, describe and address [him/her] by the assumed surname of [new surname] only.

IN WITNESS whereof I have hereunto set my hand at St. Helier, Jersey this [date] day of [month], [year].

Signed and delivered by the above named

[mother's name]

***[sign name]***

Before me: -

***[advocate/solicitor/notary public]***

## Example of Deed Poll for Minor Child

**KNOW ALL MEN BY THESE PRESENTS** (which are intended to be enrolled in the Rolls of the Royal Court of Jersey) that I, the undersigned [mother's name], [spinster/wife of/former wife of – deleted as appropriate] a British subject, having been born in [place of birth] on the [dob], as mother and/or guardian of my infant son/daughter, [minor's name], born in the said [place of birth] on the [date], and also a British subject, both of us being ordinarily resident in the said Island of Jersey at [address], DO HEREBY absolutely renounce and abandon on behalf of my said infant son/daughter the use of the said surname of [surname] and in lieu thereof adopt for my said infant son/daughter on his/her behalf the surname of [assumed surname].

For the purpose of evidencing such change of name, I HEREBY DECLARE that at all times hereafter in all records, deeds, documents and other writings and in all actions, suits and proceedings as well as in all devises and transactions, matters and things whatsoever and upon all occasions, I, the said [mother] as mother and guardian of my said son/daughter undertake that my said son/daughter shall use and subscribe the said surname of [assumed surname], in lieu of the said surname of [surname], and I hereby authorise and request all persons whomsoever at all times to designate, describe and address my said son/daughter by such adopted surname of [assumed surname] in lieu of the said surname of [surname]. IN WITNESS WHEREOF I have hereunto subscribed my name for and on behalf of my said son/daughter this [date] day of [month], [year].

Signed and delivered by the above

Named [mother's name]

***[sign name]***

Before me: -

***[advocate/solicitor/notary public]***

## Example of Deed Poll for single person changing surname

**KNOW ALL MEN BY THESE PRESENTS** (which are intended to be enrolled in the Rolls of the Royal Court of Jersey [and the Public Registry\*]) that I, the undersigned, [previous name], [spinster/wife of/former wife of – deleted as appropriate] a British Subject, having been born in [place of birth] on the [dob], and being ordinarily resident in the Island of Jersey at [address], DO HEREBY absolutely renounce and abandon the use of the said surname of [surname] and in lieu thereof adopt the surname of [assumed surname].

For the purpose of evidencing such change of name, I HEREBY DECLARE that at all times hereafter in all records, deeds, documents and other writings and in all actions, suits and proceedings as well as in all devises and transactions, matters and things whatsoever and upon all occasions, I, the said [previous name] shall use and subscribe the said surname of [assumed surname], in lieu of the said surname of [surname], and I hereby authorise and request all persons whomsoever at all times to designate, describe and address me by such adopted surname of [assumed surname] in lieu of the said surname of [surname].

IN WITNESS WHEREOF I have hereunto subscribed my assumed name and my relinquished name this [date] day of [month], [year].

Signed and delivered by the above

Named [assumed name]

***[sign new full name]***

Formerly [previous name]

***[sign previous full name]***

Before me: -

***[advocate/solicitor/notary public]***

## Example of Deed Poll for single person changing forename

**KNOW ALL MEN BY THESE PRESENTS** (which are intended to be enrolled in the Rolls of the Royal Court of Jersey [and the Public Registry\*]) that I, the undersigned, [previous name], [spinster/wife of/former wife of – deleted as appropriate] a British Subject, having been born in [place of birth] on the [dob], and being ordinarily resident in the Island of Jersey at [address], DO HEREBY absolutely renounce and abandon the use of the said forename/s of [forename/s] and in lieu thereof adopt the forename/s of [assumed forename/s].

For the purpose of evidencing such change of name, I HEREBY DECLARE that at all times hereafter in all records, deeds, documents and other writings and in all actions, suits and proceedings as well as in all devises and transactions, matters and things whatsoever and upon all occasions, I, the said [previous name] shall use and subscribe the said forename/s of [assumed forename/s], in lieu of the said forename/s of [forename/s], and I hereby authorise and request all persons whomsoever at all times to designate, describe and address me by such adopted forename/s of [assumed forename/s] in lieu of the said forename/s of [forename/s].

IN WITNESS WHEREOF I have hereunto subscribed my assumed name and my relinquished name this [date] day of [month], [year].

Signed and delivered by the above

Named [assumed name]

***[sign new full name]***

Formerly [previous name]

***[sign previous full name]***

Before me: -

***[advocate/solicitor/notary public]***

## Example of Deed Poll for mother & minor child.

**KNOW ALL MEN BY THESE PRESENTS** (which are intended to be registered in the Royal Court of Jersey) that I, the undersigned [mother], [spinster/wife of/former wife of – deleted as appropriate] a British subject, having been born in the [place of birth] on the [date], as mother and guardian of my infant son/daughter, [minor's name], born in the said [place of birth] on the [date], and also a British subject, both of us being ordinarily resident in the said Island of Jersey at [address], do hereby absolutely renounce and abandon on behalf of myself and my said infant son/daughter the use of the said surname [surname] and in lieu thereof adopt for myself and my said infant son/daughter on his/her behalf the surname [assumed surname].

For the purpose of evidencing such change of name I HEREBY DECLARE that at all times hereafter in all records, deeds and documents and other writings and in all actions, suits and proceedings as well as in all devises and transactions, matters and things whatsoever and upon all occasions, I, the said [mother] as mother and guardian of my said son/daughter shall use and substitute the said surname of [assumed surname], in lieu of the said surname [surname] and as mother and guardian of my said son/daughter undertake that I and my said son/daughter shall use the said surname of [assumed surname], in lieu of the said surname [surname], and I authorise and request all persons whomsoever at all times to designate, describe and address me and my said son/daughter by such adopted surname of [assumed surname] in lieu of the said surname of [surname].

IN WITNESS WHEREOF I have hereunto subscribed my name for myself and on behalf of my said son/daughter this [date] day of [month], [year].

Signed and delivered by the above:

Named [assumed name]

***[sign assumed name]***

Formerly [previous name]

***[sign previous full name]***

Before me: -

***[advocate/solicitor/notary public]***

**N.B. When an application is made by a married person, the written consent of the spouse of the applicant must be endorsed on the deed poll, unless good cause is shown to the contrary.**

## Example of Demande for Adult

### DEMANDE

[previous name] REQUESTS the registration in the records of the Royal Court [and the Public Registry\*] of this Island of a Deed Poll whereby he/she abandons his said surname of [previous name] and in lieu thereof adopts the surname of [assumed surname]. THE WHOLE in order that the said Deed Poll may have its full effect according to its tenor.

signature of applicant

## Example of Demande for Minor Child

### DEMANDE

[mother's name] REQUESTS the registration in the records of the Royal Court of this Island of a Deed Poll for and on behalf of [child's name], her minor child, whereby she abandons her said sons/daughters name of [previous name] and in lieu thereof adopts the name of [assumed name]. THE WHOLE in order that the said Deed Poll may have its full effect according to its tenor.

signature of applicant

## Example of Demande for Mother and minor

### DEMANDE

[previous name] REQUESTS the registration in the records of the Royal Court [and the Public Registry\*] of this Island of a Deed Poll whereby he/she and on behalf of his/her minor child [minors name] abandons the said surname of [previous name] and in lieu thereof adopts the surname of [assumed surname]. THE WHOLE in order that the said Deed Poll may have its full effect according to its tenor.

signature of applicant