

ABOUT STATUTORY DECLARATIONS

A statutory declaration is a written statement which a person signs under oath, declaring it to be true. It is used as evidence.

There can be very serious consequences and/or penalties for anyone who knowingly makes false or dishonest statements in a statutory declaration.

You can find the relevant consequences/penalties by:

- reading the relevant Commonwealth or State statutory declaration legislation;
- asking the person or body that has asked you for the statutory declaration;
- asking an authorised witness.

Suggestions for completing your statutory declaration

If you hand-write the statutory declaration, use a pen and write as clearly and neatly as you can.

Tell your story and/or say what you want as simply as you can. Try to avoid jargon and abbreviations.

Use the “first person” style, eg, “I went to...”

For amounts and other numbers, use figures rather than words, eg, \$50, 8 eggs.

If 2 people need to make a statutory declaration, they should complete separate forms. The statutory declarations provided here are designed for use by **1 person only**.

Which statutory declaration form should you use?

Ask the person or body that asked you for the statutory declaration.

Who can witness a statutory declaration

There is a list of authorised witnesses on the back of each form. A justice of the peace can witness both Western Australian and Commonwealth statutory declarations.

In Western Australia you can find a Justice of the Peace on the website for the Department of the Attorney-General www.dotag.wa.gov.au or by looking up “Justices of the Peace” in the White Pages.