

PETITIONER OR ATTORNEY (Name, state bar number, and address):   TELEPHONE NO.: _____ FAX NO. (Optional): _____ E-MAIL ADDRESS (Optional): _____ ATTORNEY FOR (Name): _____	<b>FOR COURT USE ONLY</b>
<b>SUPERIOR COURT OF CALIFORNIA, COUNTY OF</b> STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITION OF (Names of each petitioner):   <p style="text-align: right;">FOR CHANGE OF NAME</p>	
<b>PETITION FOR CHANGE OF NAME</b>	CASE NUMBER: _____

Before you complete this petition, you should read the *Instructions for Filing a Petition for Change of Name* on the reverse. You must answer all questions and check all boxes on this petition that apply to you. You must file this petition in the Superior Court of the county where the person whose name is to be changed resides.

1. Name of each petitioner:

2. Petitioner requests that the court decree the following name changes (list every name that you are seeking to change):

<u>Present name</u>		<u>Proposed name</u>
a. _____	changed to	_____
b. _____	changed to	_____
c. _____	changed to	_____
d. _____	changed to	_____
e. _____	changed to	_____

Continued (If you are seeking to change additional names, you must prepare a list and attach it to this petition as Attachment 2).

3. Petitioner requests that the court issue an order directing all interested persons to appear and show cause why this petition for change of name of the persons identified in item 2 should not be granted.

4. The number of persons under 18 years of age whose names are to be changed is (specify): \_\_\_\_\_.

5. If this petition requests the change of name of any person or persons under 18 years, this request is being made by

- a.  both parents.
- b.  mother only.
- c.  father only.
- d.  near relative (name and relationship):
- e.  guardian (name):
- f.  other (specify):

6. For each person whose name is to be changed, petitioner provides the following information (you must attach a separate copy of the attachment Name and Information About the Person Whose Name Is to Be Changed (Form NC-110) for each person identified in item 2):

- a. The number of attachments included in this petition is (specify number): \_\_\_\_\_
- b-f. (Attachment page or pages)

(Instructions on reverse)

## INSTRUCTIONS FOR FILING A PETITION FOR CHANGE OF NAME

**1. Where to File**

The petition for change of name must be filed in the superior court in the county where the person whose name is to be changed presently lives.

**2. Whose Name May Be Changed**

The petition may be used to change one's own name and, under certain circumstances, the names of others (e.g., children under 18 years of age).

**3. What Forms Are Required**

Prepare an original and two copies of each of the following documents:

- a. *Petition for Change of Name* (Form NC-100).
- b. *Name and Information About the Person Whose Name Is to Be Changed* (Form NC-110) (attach as many copies as necessary).
- c. *Order to Show Cause for Change of Name* (Form NC-120).
- d. *Decree Changing Name* (Form NC-130 or, for guardians, Form NC-130G).

In addition, a guardian must prepare and attach a *Declaration of Guardian* (Form NC-110G) for each child whose name is to be changed.

**4. Filing and Filing Fee**

Prepare an original *Civil Case Cover Sheet* (Form 982.2(b)(1)). File the original petition and *Civil Case Cover Sheet* with the clerk of the court and obtain two filed-endorsed copies of the petition. A filing fee will be charged unless you qualify for a fee waiver. (If you want to apply for a fee waiver, see *Application for Waiver of Court Fees and Costs* (Form 982(a)(17)); *Information Sheet on Waiver of Court Fees and Costs* (Form 982(a)(17)(A)); and *Order on Application for Waiver of Court Fees and Costs* (Form 982(a)(18)).)

**5. Requesting a Court Hearing Date**

You should request a date for the hearing on the *Order to Show Cause* at least six weeks in the future.

**6. Filing the Order to Show Cause**

After the hearing date has been included and you have obtained a judge's signature on the *Order to Show Cause*, file the original order in the clerk's office and obtain filed-endorsed copies of the order.

**7. Publishing the Order to Show Cause**

A copy of the *Order to Show Cause* must be published in a local newspaper of general circulation once a week for at least four consecutive weeks before the date of the hearing on the name change petition. The petitioner selects the newspaper from among those newspapers legally qualified to publish orders and notices. The newspaper used must file a *Proof of Publication* with the superior court before the hearing. If no newspaper of general circulation is published in the county, the court may order the *Order to Show Cause* to be posted by the clerk.

**8. Name Change for Children**

- a. If a petitioning parent is requesting the name change for a child under 18 years of age, and one of the parents, if living, does not join in consenting to the name change, the petitioning parent must have a copy of the *Order to Show Cause* or notice of the time and place of the hearing served on the non-consenting parent. Service must be made at least 30 days prior to the hearing under Code of Civil Procedure section 413.10, 414.10, 415.10, or 415.40.
- b. If the non-consenting parent resides in California, the order or notice must be personally served on the non-consenting parent. The petitioning parent cannot personally serve this document.
- c. If the non-consenting parent resides outside California, he or she may be served by sending a copy of the order or notice by first-class mail, postage prepaid, return receipt requested.
- d. If a petition to change the name of a child has been filed by a guardian, the guardian must (1) provide notice of the hearing to any living parent of the child by personal service at least 30 days before the hearing, or (2) if either or both parents are deceased or cannot be located, serve notice of the hearing on the child's grandparents, if living, not less than 30 days before the hearing under Code of Civil Procedure section 413.10, 414.10, 415.10, or 415.40.

If you have served a parent or grandparent, file a copy of the completed *Proof of Service of Order to Show Cause* (Form NC-121) with the court before the hearing.

**9. Domestic Violence Confidentiality Program**

In cases where the petitioner is a participant in the domestic violence confidentiality program, the petition for name change, the order to show cause published in the newspaper, and the decree should indicate, instead of the proposed name, that the name is confidential and on file with the Secretary of State.

**10. Court Hearing**

Bring copies of all documents to the hearing. If the judge grants the name change petition, the judge will sign the original decree.

**11. If you want to amend a birth certificate to show the name change, you should contact the following office:**

**Department of Health Services  
Office of Vital Records  
304 "S" Street  
Sacramento, CA 95814**

Local courts may supplement these instructions. Check with the court to determine whether supplemental information is available. For instance, the court may provide you with additional written information about what department handles name change petitions, when petitions are heard, and which newspapers may be used to publish the *Order to Show Cause*.

PETITION OF (Name of petitioner or petitioners):  _____	CASE NUMBER:  _____
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FOR CHANGE OF NAME

**NAME AND INFORMATION ABOUT THE PERSON  
WHOSE NAME IS TO BE CHANGED**

Attachment \_\_\_\_ of \_\_\_\_

Attachment to Petition for Change of Name (Form NC-100)

(You must use a **separate attachment for each person whose name is to be changed**. If petitioner is a guardian of a minor, a supplemental attachment, Declaration of Guardian (Form NC-110G), must also be completed and attached for each minor whose name is to be changed.)

6. (Continued) Petitioner applies for a decree to change the name of the following person:

b.  Self  Other

(1) Present name (specify):

(2) Proposed name (specify):

(3) Born on (date of birth):

and presently  under 18 years of age  over 18 years of age

(4) Born at (place of birth):

(5) Sex:  Male  Female

(6) Current residence address (street, city, county, and zip code):

c. Reason for name change (explain):

d. Relationship of the petitioner to the person whose name will be changed:

(1)  self

(4)  near relative (indicate relationship):

(2)  parent

(5)  other (specify):

(3)  guardian

e. If the person whose name will be changed is under 18 years of age, provide the names and addresses, if known, of the following persons:

(1) Father (name): (address):

(2) Mother (name): (address):

(3) (Only if neither parent is living) Near relatives (names, relationships, and addresses):

f. If the person whose name will be changed is 18 years of age or older, that person must sign the following declaration:

**DECLARATION**

I declare under penalty of perjury under the laws of the State of California that  I am not  I am under the jurisdiction of the California Department of Corrections (in state prison or on parole) and  I am not  I am required to register as a sex offender under Penal Code section 290.

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME OF PERSON WHOSE NAME IS TO BE CHANGED)

\_\_\_\_\_  
(SIGNATURE OF PERSON WHOSE NAME IS TO BE CHANGED)

(If petitioner is represented by an attorney, the attorney's signature follows):

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)

\_\_\_\_\_  
(SIGNATURE OF ATTORNEY)

(Each petitioner must sign this petition in the space provided below or, if additional pages are attached, at the end of the last attachment.) I declare under penalty of perjury under the laws of the State of California that the information in the foregoing petition is true and correct.

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)

\_\_\_\_\_  
(SIGNATURE OF PETITIONER)

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME)

\_\_\_\_\_  
(SIGNATURE OF PETITIONER)

ADD ADDITIONAL SIGNATURE LINES FOR ADDITIONAL PETITIONERS

SIGNATURE OF PETITIONERS FOLLOWS LAST ATTACHMENT



PETITION OF <i>(Name of petitioner or petitioners):</i>  	CASE NUMBER:  
FOR CHANGE OF NAME	

**DECLARATION OF GUARDIAN**

**Supplemental Attachment to *Petition for Change of Name* (Form NC-100) Attachment \_\_\_\_ of \_\_\_\_**  
*(If you are petitioning as a guardian of a minor, you must use a separate supplemental attachment for each minor whose name is to be changed.)*

7. a. Petitioner *(name)*:  
 b. Petitioner's address *(street, city, county, and zip code)*:  
  
 c. Petitioner is the guardian of the following minor whose name is to be changed:  
 (1) Name *(present name of child)*:  
 (2) Address *(street, city, county, and zip code)*:  
  
 d. Petitioner was appointed guardian of the minor identified in Item 7c by *(specify)*:  
 (1) Superior Court of California, County of *(name)*:  
 (2) Department *(check one)*:  Juvenile  Probate  
 (3) Case number *(specify)*:  
 (4) Date of appointment *(specify)*:  
  
 e. The grandparents of the minor whose name is to be changed are *(provide names and addresses, if known)*:  
 (1) Grandfather *(name)*: \_\_\_\_\_ *(address)*: \_\_\_\_\_  
 (2) Grandmother *(name)*: \_\_\_\_\_ *(address)*: \_\_\_\_\_  
 (3) Grandfather *(name)*: \_\_\_\_\_ *(address)*: \_\_\_\_\_  
 (4) Grandmother *(name)*: \_\_\_\_\_ *(address)*: \_\_\_\_\_  
  
 f. The minor identified in Item 7c is likely to remain under the guardian's care until the minor reaches the age of majority because *(explain)*:

Continued *(if you need additional space, check the box, prepare an Attachment 7f, and attach it to this declaration)*.

- g. The minor identified in Item 7c is not likely to be returned to the custody of his or her parents because *(explain)*:

Continued *(if you need additional space, check the box, prepare an Attachment 7g, and attach it to this declaration)*.

- h. Other relevant information about the guardianship and why the proposed name change is in the best interest of the minor *(specify)*:

Continued *(if you need additional space, check the box, prepare an Attachment 7h, and attach it to this declaration)*.

I declare under penalty of perjury under the laws of the State of California that the information in the foregoing declaration is true and correct.

Date:

\_\_\_\_\_  
 (TYPE OR PRINT NAME)

▶

\_\_\_\_\_  
 (SIGNATURE OF PETITIONER)

Guardian of *(name of minor)*:

