

## COVER SHEET FOR CHANGING AN ADULT'S NAME

The forms presented in this packet are designed to guide you in the preparation of your change of name papers. You must type in the required information as it applies to your situation. Your papers should remain in the same order as they appear in this packet. Some counties allow you to fill them out in BLUE or BLACK ink, printed neatly, while others require everything to be typed. Check with your local Clerk of Court to find out your requirements.

Do not fill in civil action file number, because you won't have that until the Clerk assigns a number to your case. Make sure that everything is signed.

**Neither the Clerk of the Superior Court, nor any Deputy Clerk, nor the Law Librarian, nor the Judges, or any other Court personnel, is allowed to answer any questions for you concerning the preparation of these forms. State Law O.C.G.A. §15-19-51 forbids court personnel to give legal advice.** Different situations may require special procedures and courthouse personnel cannot advise you on how to proceed or what forms may be necessary in specific situations. The only person allowed to help you in the preparation of these forms is a licensed attorney hired to represent you. Please consult an attorney if you have questions about the procedure or what action is best for you to take.

Remember, you must fully complete the forms and follow all instructions before the Judge will be able to grant your change of name. Incomplete forms, as well as forms that are improperly filled out, may delay the grant of your change of name. Make sure that you take time to read over all the forms and instructions, to make sure you understand what is being asked of you in each situation.



4.

The reasons the Petitioner requests this name change are as follows:

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5.

- The Petitioner does not intend to use the name change to fraudulently deprive anyone of any right under the law.

WHEREFORE, Petitioner respectfully prays that his/her name be changed from \_\_\_\_\_ to \_\_\_\_\_.

Respectfully submitted, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
 Petitioner *pro se*

\_\_\_\_\_  
 Petitioner's Address

\_\_\_\_\_  
 Petitioner's telephone number



**IN THE SUPERIOR COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA**

In re the name change of: \_\_\_\_\_ )  
 )  
 )  
 )  
 )  
 ) Civil Action File No. \_\_\_\_\_  
 )  
 )  
 )  
 )

**NOTICE OF PETITION TO CHANGE NAME**

I, \_\_\_\_\_, filed a petition in the Superior Court  
of \_\_\_\_\_ County, Georgia on the \_\_\_\_\_ day of  
\_\_\_\_\_, 20\_\_\_\_ to change my name from \_\_\_\_\_  
to \_\_\_\_\_.

Any interested party has the right to appear in this case and file objections.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Petitioner

\_\_\_\_\_

\_\_\_\_\_  
Petitioner's Address

\_\_\_\_\_  
Petitioner's telephone number

**IN THE SUPERIOR COURT OF \_\_\_\_\_ COUNTY  
STATE OF GEORGIA**

In re the name change of: \_\_\_\_\_  
\_\_\_\_\_  
)  
)  
)  
)  
)  
) Civil Action File No. \_\_\_\_\_  
)  
)  
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**FINAL ORDER**

This matter has come before the Court on the Petitioner’s verified Petition to Change Name of Adult. It appears to the Court that the required notice has been published, and that sufficient grounds exist for granting the requested relief.

**THEREFORE, IT IS HEREBY ORDERED**

- (a) That the name of \_\_\_\_\_, Petitioner, be changed to \_\_\_\_\_;
- (b) That the Department of Vital Records amend the birth certificate as allowed by O.C.G.A. § 31-10-18(d) upon the request of the Petitioner; and
- (c) That such name change shall not operate to authorize petitioner to fraudulently deprive others of any legal rights under the law;

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Judge, Superior Court  
\_\_\_\_\_  
County, Georgia

Presented by:  
  
\_\_\_\_\_  
Petitioner *pro se*