

NAME CHANGE

for an ADULT

Who Has No Minor Children

1

Forms and Instructions

Law Library Resource Center

Change of name for an adult with no minor children

Checklist

You may use this packet if the following factors apply to your situation:

- ✓ You are a resident of the county where you are filing this request, AND
- ✓ You want to ask the Court to change your name, AND
- ✓ You are an adult 18 years or older, and you are not the parent of any minor children, AND
- ✓ You are prepared, under penalty of perjury, to inform the Court whether you have ever been convicted of a felony, and whether there are any pending charges against you for a felony or other offense involving false statements or misrepresentation of identity, AND
- ✓ You understand the change of name will neither harm your rights nor release you from any obligations or liabilities incurred under your current name, AND
- ✓ You are not changing your name to that of another person for the purpose of committing any crime or furthering any offense involving fraud or misrepresentation of identity.

Note: You do not need to request a name change through the Court if you get married and want to use your spouse's last name.

Read me: Consulting a lawyer before filing documents with the Court may help prevent unexpected results. A list of lawyers you may hire to advise you on handling your own case or to perform specific tasks can be found on the Law Library Resource Center website.

Application for change of name for an adult with no minor children

This packet contains Court forms and instructions to file an application to change the name of an adult who is not the parent of any minor children. The documents should appear in order as listed. Items in **bold** are forms that you will need to file with the Court. Non-bold items are instructions or procedures. Do not copy or file those pages!

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The documents you have received are copyrighted by the Superior Court of Arizona in Maricopa County. You have permission to use them for any lawful purpose. These forms shall not be used to engage in the unauthorized practice of law. The Court assumes no responsibility and accepts no liability for actions taken by users of these documents, including reliance on their contents. The documents are under continual revision and are current only for the day they were received. It is strongly recommended that you verify on a regular basis that you have the most current documents.

Law Library Resource Center

Procedures: How to file for a change of name for an adult with no minor children

- Step 1: Complete the forms in the packet. These forms are the “Original Set.”
- Civil Cover Sheet. Check box #152 for “Change of Name” on page 2.
 - Application for Change of Name for an Adult.
 - Order Changing Name of an Adult. Complete the proposed Order with the information from your Application. Order must be typed. Do not date or sign the order. Do not file the order – you will submit it before your Court hearing.
- Step 2: Copy:
- Application (One (1) original and two (2) copies). Make an additional copy for each additional interested party involved.
- Step 3: File the papers.
- In person:
- Go to the Clerk of Superior Court to file your papers: The Court is open from 8:00 a.m. to 5:00 p.m., Monday through Friday. You should go to the Court at least two hours before it closes. You may file your Court papers at one of the following Superior Court location:
- Clerk of Superior Court
250 West Second St.
Yuma, AZ 85364
- Step 4: Notify all interested parties who are concerned with or affected by your name change. Examples of interested parties may include:
- Your spouse
 - Your ex-spouse
 - The other parent of your minor child
 - Creditors
 - Prosecutor’s Office (if you have pending charges or convictions)*

You must provide interested parties with copies of your Clerk-stamped Application for Change of Name and Notice of Hearing and provide proof to the Court. Make the appropriate number of sets of copies in your case.

* If you have any pending charges or convictions for a felony or any crime involving false statements or misrepresentations about your identity in state or federal court, you must provide notice to any prosecutor's office that charged you with a crime. To do this, you may have them waive formal service or serve the copies via certified mail/restricted delivery with return receipt requested, as mentioned below.

How to notify the parties:

- Marital Waiver of Notice: If you are married and your spouse agrees to your name change, your spouse may sign a Marital Waiver of Notice (included in this packet). This Marital Waiver of Notice is proof of notice. Have the Marital Waiver of Notice notarized and file it with the Clerk of Superior Court.
- Notify by certified mail/restricted delivery (return receipt requested). This must be done at least 30 days before the hearing. Proof of notice is the card returned to you from the post office showing delivery. The person who should receive notice must sign the return receipt card. Complete the Affidavit of Notice by Certified Mail form (included in this packet), attach the signed return receipt card, and file with the Clerk of Superior Court.
- If the Court orders another form of service, refer to the Civil "Service" packet available at the Law Library Resource Center or on the Court's website.

Step 6: Prepare for your hearing.

At least one (1) week before your hearing, provide the Court your documents. Drop off your documents in person at the Information Desk inside the Justice Center

Failure to provide the required documents may result in your hearing being vacated. The Court will NOT accept the documents on the date of the hearing.

- A. Complete and attach the Order. Complete the name(s) of the Applicant and your case number. Do not date or sign the Order. The signature line is for the Judicial Officer to sign when the Order is complete.
- B. Attach copies of the following:
- Photo identification for the person who filed the Application.
 - A Clerk-stamped copy of all filed documents.
 - Proof of Notice as described in Step 5.
 - Your Divorce Decree (if applicable).
 - Prior Name Change Orders (if applicable).
 - Proof of naturalization or resident alien status (if applicable).
 - Orders of Protection and/or Injunctions against Harassment still in effect (if applicable).
 - If you are not a United States citizen, your passport or proof of immigration status.
- C. Keep a copy of any documents you submit to the Court for your records.

- ♦ If you are asking to change a birth certificate, you must provide a certified copy of the current government-issued birth certificate. The Court will not change a birth certificate without first seeing a copy.
- ♦ Hospital-issued birth certificates generally will not satisfy Court requirements. The Court requires government-issued birth certificates.

- D. Felony cases: For any prior or current felony cases where you were or are a defendant, attach PDF or DIGITAL copies of the following:
- Direct complaint, indictment and/or information,
 - Plea Agreement,
 - Pre-sentence report, sentence of probation and/or imprisonment,
 - Orders of discharge of probation,
 - Criminal restitution orders, and
 - Conditions of release.
- E. The Judicial Clerk will give you a Judge-signed copy of the Court Order if the Judge orders a name change.

Step 6: Attend the hearing. Who should attend?

- The Applicant must be present at the hearing.
- Adults who request a name change must attend the hearing.

Step 7: After the hearing. If the Judge orders a name change to your birth certificate:

- First, you must obtain a certified copy of your Court Order.
- Present the certified copy of the Court Order to Vital Records. A fee is required for a change to any birth certificate. The vital records office you present it to will depend on the year in which your birth certificate was issued.

Yuma County Office of Vital Registration

2200 W. 28th St., Ste 137

Yuma, AZ 85364

OR

Bureau of Vital Records for the State of Arizona

The Bureau of Vital Records office is only available for mail-in service and some services by appointment. Please call them at 602-364-1300 or check their website for appointment and other current information:

<https://www.azdhs.gov/licensing/vital-records/index.php>.

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

Licensed Fiduciary Number (if applicable) _____

For Clerk's Use Only

Representing Self, without a Lawyer or Attorney for Plaintiff OR Defendant

SUPERIOR COURT OF ARIZONA
IN YUMA COUNTY

Name of Plaintiff

Case Number: _____

CIVIL COVER SHEET -
NEW FILING ONLY

Name of Defendant

(List additional plaintiffs or defendants on page 3 and/or attach a separate sheet).

Is an Interpreter Needed? Yes No If yes, what language(s) _____

RULE 26.2 DISCOVERY TIER OR MONETARY RELIEF CLAIMED:

IMPORTANT: Any case category that has an asterisk (*) MUST have a dollar amount claimed or Tier selected. State the monetary amount in controversy or place an "X" next to the discovery tier to which the pleadings allege the case would belong under Rule 26.2.

Amount Claimed \$ _____ Tier 1 Tier 2 Tier 3

NATURE OF ACTION

Place an "X" next to the one case category that most accurately describes your primary case. Any case category that has an asterisk (*) MUST have a dollar amount claimed or Tier selected as indicated above.

100 TORT MOTOR VEHICLE:

- 101 Non-Death/Personal Injury*
- 102 Property Damage*
- 103 Wrongful Death*

110 TORT NON-MOTOR VEHICLE:

- 111 Negligence*
- 112 Product Liability – Asbestos*
- 112 Product Liability – Tobacco*
- 112 Product Liability – Toxic/Other*
- 113 Intentional Tort*
- 114 Property Damage*
- 115 Legal Malpractice*
- 115 Malpractice – Other professional*
- 117 Premises Liability*
- 118 Slander/Libel/Defamation*
- 119 Recovery of Damages under A.R.S. §12-514* (Please provide Plaintiff DOB
____/____/____)
- 116 Other (Specify) _____ *

145 & 150-199 OTHER CIVIL CASE TYPES:

- 156 Eminent Domain/Condemnation*
- 151 Eviction Actions
(Forcible and Special Detainers)*
- 152 Change of Name
- 153 Transcript of Judgment
- 154 Foreign Judgment
- 158 Quiet Title*
- 160 Forfeiture*
- 175 Election Challenge
- 179 NCC-Employer Sanction Action
(A.R.S. §23-212)*
- 180 Injunction against Workplace Harassment
- 181 Injunction against Harassment
- 182 Civil Penalty
- 186 Water Rights
(Not General Stream Adjudication)*
- 187 Real Property *

120 MEDICAL MALPRACTICE:

- 121 Physician M.D.* 123 Hospital*
- 122 Physician D.O.* 124 Other*

130 & 197 CONTRACTS:

- 131 Account (Open or Stated)*
- 132 Promissory Note*
- 133 Foreclosure*
- 138 Buyer-Plaintiff*
- 139 Fraud*
- 134 Other Contract (e.g., Breach of Contract)*
- 135 Excess Proceeds-Sale*
- Construction Defects
(Residential/Commercial)*
 - 136 Six to Nineteen Structures*
 - 137 Twenty or More Structures*
- 197 Credit Card Debt (Yuma County Filings Only)*

144 & 150-199 UNCLASSIFIED CIVIL:

- Administrative Review (See Lower Court Appeals cover sheet in Maricopa)
- 150 Tax Appeal (All other tax matters must be filed in the AZ Tax Court)
- 155 Declaratory Judgment
- 157 Habeas Corpus
- 184 Landlord Tenant Dispute – Other*
- 190 Declaration of Factual Innocence (A.R.S. §12-771)
- 191 Declaration of Factual Improper Party Status
- 193 Vulnerable Adult (A.R.S. §46-451)*
- 165 Tribal Judgment
- 167 Structured Settlement (A.R.S. §12-2901)
- 169 Attorney Conservatorships (State Bar)
- 170 Unauthorized Practice of Law (State Bar)
- 171 Out-of-State Deposition for Foreign Jurisdiction

- 145 Special Action (See Lower Court Appeals Cover Sheet in Yuma)
- 194 Immigration Enforcement Challenge (A.R.S. §§1-501, 1-502, 11-1051)
- 199 Expungement
- 202 Out of State Restoration of Civil Rights
- 201 Seal Criminal Case Records (A.R.S. §13-911)
- 203 Erroneous Conviction Claim

- 172 Secure Attendance of Prisoner
- 173 Assurance of Discontinuance
- 174 In-State Deposition for Foreign Jurisdiction
- 176 Eminent Domain– Light Rail Only
- 177 Interpleader– Automobile Only*
- 178 Delayed Birth Certificate (A.R.S. §36-333.03)
- 183 Employment Dispute – Discrimination*
- 185 Employment Dispute – Other*
- 198 Verified Rule 27(a) Petition*
- 196 Verified Rule 45.2 Petition
- 195(a) Amendment of Marriage License (Maricopa County Filings Only)
- 195(b) Amendment of Birth Certificate
- 200 Application/Motion Objecting to Foreign Subpoena
- 163 Other* _____

(Specify)

EMERGENCY ORDER SOUGHT

- Temporary Restraining Order Provisional Remedy OSC Election Challenge
- Employer Sanction

Additional Plaintiff(s):

Additional Defendant(s):

Person Filing: _____
Address (if not protected): _____
City, State, Zip Code: _____
Telephone: _____
Email Address: _____
Lawyer's Bar Number: _____



Representing Self, without a Lawyer OR Attorney for Petitioner OR Respondent

SUPERIOR COURT OF ARIZONA
IN YUMA COUNTY

In the Matter of:

Case Number: _____

APPLICATION FOR CHANGE OF
NAME FOR AN ADULT
(A.R.S. § 12-601)

Current Name of Applicant

INFORMATION ABOUT ME, THE APPLICANT

1. BIRTH NAME: on your original registered state Birth Record (Certificate):

--	--	--

First

Middle

Last

Date of Birth: _____

City of Birth: _____

County of Birth: _____

Nation of Birth: _____

2. CURRENT LEGAL NAME:

--	--	--

First

Middle

Last

Current Address: _____

Current City of Residence: _____

Current State of Residence & Zip Code: _____

This is my married last name, and that of my Current Spouse Past Spouse

Are you currently married? Yes OR No

3. OTHER NAMES: (Check all that Apply)

I was previously married –

- From _____ to _____ and used the following name:
(Month, Year) (Month, Year)

--	--	--

First

Middle

Last

I was previously married –

- From _____ to _____ and used the following name:
(Month, Year) (Month, Year)

--	--	--

First

Middle

Last

I changed my name – from this name: _____

- When? _____ to _____ and used the following name:
(Month, Year) (Month, Year)

--	--	--

First

Middle

Last

I changed my name – from this name: _____

- When? _____ to _____ and used the following name:
(Month, Year) (Month, Year)

--	--	--

First

Middle

Last

I have used the following alias: _____

- When? _____ to _____ I used the following name:
(Month, Year) (Month, Year)

--	--	--

First

Middle

Last

I have used the following alias: _____

- When? _____ to _____ I used the following name:
(Month, Year) (Month, Year)

--	--	--

First

Middle

Last

REQUESTS TO THE COURT

1. I ASK THAT MY NAME BE CHANGED TO:

First	Middle	Last

2. I ask that the birth records be ordered changed to reflect the new name requested above.

STATEMENTS TO THE COURT (REQUIRED BY ARIZONA LAW (A.R.S. § 12-601(C))

Under Penalty of Perjury, I state the following as true:
 (Check the boxes that indicate a true statement.) (For "4," *explain.*)

- 1. I submit this application solely for the benefit and in the best interests of the person for whom the name change is requested.
- 2. I understand and acknowledge that this change of name, if granted, will not release me from any obligations incurred or harm any rights of property or action in any previous name.
- 3. I am not knowingly requesting this change of name to that of another individual for the purpose of committing or furthering any offense of theft, forgery, fraud, perjury, organized crime or terrorism or any other offense involving false statements.
- 4. I request this name change because: (Explain) _____

5. Have you ever been convicted of a felony? Yes No

If "Yes," you must list all felony convictions below.

	Felony Case No.	County & State	Sentence	Date of Conviction
1				
2				
3				
4				
5				

Is there anything regarding your felony conviction(s) that you would like to bring to the Court's attention? (Optional) _____

6. Are there any criminal charges (felony or misdemeanor) pending against you at this time?
 Yes No

If "Yes," you must list all pending charges below:

	Pending Charges	Name of Court or City & State	Case No.
1			
2			
3			
4			
5			

Is there anything regarding your pending criminal charges that you would like to bring to the Court's attention? (Optional) _____

This signature page belongs to the form titled “APPLICATION FOR CHANGE OF NAME FOR AN ADULT (A.R.S. § 12-601)” and cannot be used with any other documents.

UNDER OATH OR AFFIRMATION

I swear or affirm under penalty of perjury that the contents of this document are true and correct to the best of my knowledge and belief.

Date

Petitioner’s Signature

Printed Name

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____ by
(date)

_____.

(Notarial Officer’s Stamp or Seal)

Notarial Officer

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____



Representing Self, without a Lawyer OR Attorney for Petitioner OR Respondent

SUPERIOR COURT OF ARIZONA
IN YUMA COUNTY

In the Matter of:

Case Number: _____

MARITAL WAIVER OF NOTICE

(Person Requesting Name Change)

REQUIRED INFORMATION, UNDER OATH OR AFFIRMATION:

1. INFORMATION ABOUT ME (the spouse of the Applicant):

Name: _____

Address: _____

Telephone: _____

Date of Birth: _____

Month

Date

Year

I am married to the Applicant (the person requesting the name change).

2. I waive notice of all further proceedings in this matter.

This signature page belongs to the form titled "MARITAL WAIVER OF NOTICE" and cannot be used with any other documents.

UNDER OATH OR AFFIRMATION

I swear or affirm under penalty of perjury that the contents of this document are true and correct to the best of my knowledge and belief.

Date

Spouse's Signature

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____

By _____
(date)

(Notarial Officer's Stamp or Seal)

Notarial Officer

Person Filing: _____

Address (if not protected): _____

City, State, Zip Code: _____

Telephone: _____

Email Address: _____

Lawyer's Bar Number: _____

Representing Self, without a Lawyer OR Attorney for Petitioner OR Respondent



SUPERIOR COURT OF ARIZONA
IN YUMA COUNTY

In the matter of:

Case Number: _____

AFFIDAVIT OF NOTICE

Adult Minor

BY CERTIFIED MAIL

1. My name is _____ and I am the Petitioner / Applicant in this case.

2. I am familiar with the facts stated in this Affidavit, and I make this Affidavit to show that I have given notice of the following documents on the person named below, by certified mail/restricted delivery, return receipt requested. (check all that apply)

Petition/Application for/to _____

Notice of Hearing

Other: (name of document) _____

Name of person given Notice: _____

Address where mailed: _____

Date green card signed by person: _____

3. The documents listed above were received by the person given notice as shown by the receipt, the original of which is attached to this Affidavit.

UNDER OATH OR AFFIRMATION

I swear or affirm under penalty of perjury that the contents of this document are true and correct to the best of my knowledge and belief.

Date

Signature

Printed Name

STATE OF _____

COUNTY OF _____

Subscribed and sworn to or affirmed before me this: _____

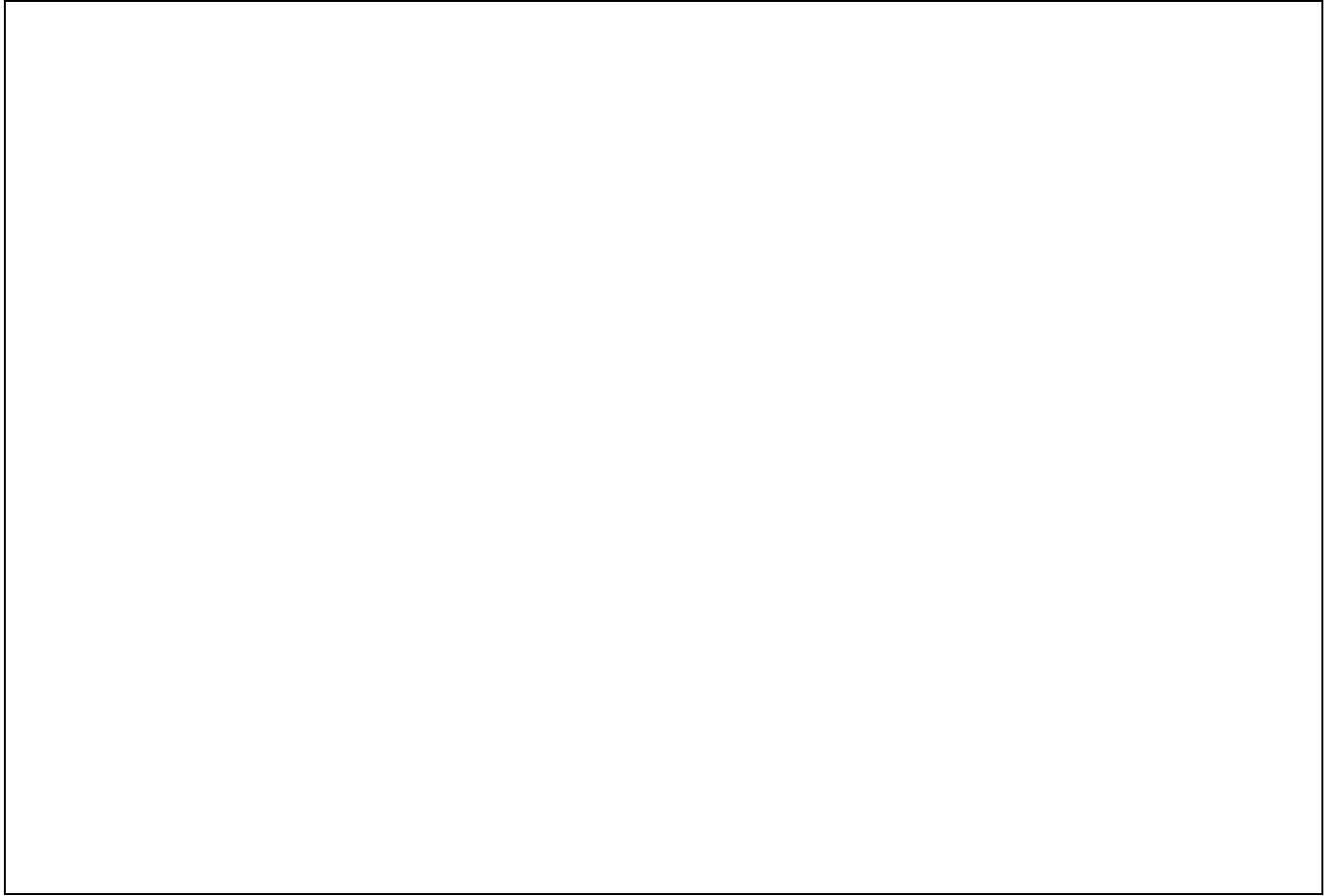
(date) by _____.

(Notarial Officer's Stamp or Seal)

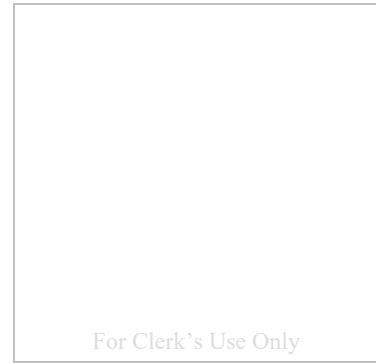
Notarial Officer

Case Number: _____

Signed, green card is attached here:



SUPERIOR COURT OF ARIZONA
IN YUMA COUNTY



In the Matter of:

Name of Applicant

Case Number: _____

ORDER CHANGING NAME OF AN
ADULT

THE COURT FINDS:

1. This case has come before this Court:
 to change the current legal name of the Applicant.
 to change the Birth Record of the Applicant.
2. This Court has jurisdiction to change the legal name and/or the Birth Record of the Applicant.
3. Good cause exists to grant the application for change of name.

THE COURT ORDERS:

1. The current legal name of the Applicant:

First Middle Last

Date of Birth: _____
Month Day Year

Place of Birth: _____
City State Nation

IS CHANGED TO:

First Middle Last

Case Number: _____

The Birth Record name of the applicant:

First

Middle

Last

Date of Birth: _____

Month

Day

Year

Place of Birth: _____

City

State

Nation

IS CHANGED TO:

First

Middle

Last

2. For a person born in the State of Arizona, the Bureau of Vital Records is ordered to amend the Birth Record to reflect the new name as above ordered.

For a person born in any other state, to the extent that the agency that maintains birth records in that state is authorized to honor an order of this Court, that agency is requested or ordered to amend its birth records to reflect the new name as above ordered.

3. This Order does not release the Applicant from any obligations incurred or harm any rights of property or action in any original name.

4. Other orders: _____

DONE IN OPEN COURT:

Date

Judicial Officer