Supreme Court of Florida

No. SC16-1253

IN RE: AMENDMENTS TO THE FLORIDA SUPREME COURT APPROVED FAMILY LAW FORMS.

[September 29, 2016]

PER CURIAM.

Pursuant to the procedures approved by this Court in <u>Amendments to the</u> <u>Florida Family Law Rules of Procedure & Family Law Forms</u>, 810 So. 2d 1, 14 (Fla. 2000), this Court has internally reviewed the Florida Supreme Court Approved Family Law Forms and has determined that amendments to forms 12.982(a), Petition for Change of Name (Adult), 12.982(c), Petition for Change of Name (Minor Child(ren)), and 12.982(f), Petition for Change of Name (Family) are necessary in light of certain statutory amendments. Input on these issues was received from the Advisory Workgroup on the Florida Supreme Court Approved Family Law Forms, which provided valuable assistance. We have jurisdiction. <u>See</u> art. V, § 2(a), Fla. Const. Section 68.07, Florida Statutes, was amended, effective October 1, 2014, to require that the result of a state and national criminal history records check for the purposes of obtaining a name change must indicate whether the petitioner has registered as a sexual predator or sexual offender. <u>See ch. 2014-5</u>, § 1, Laws of Fla. Additionally, subsection 68.07(3)(i) requires that petitions for name change must state "whether the petitioner has ever been required to register as a sexual predator under s. 775.21 or as a sexual offender under s. 943.0435." § 68.07(3)(i), Fla. Stat. (2014). The amendments to the forms incorporate this new requirement.

The amended forms are adopted as set forth in the appendix to this opinion, fully engrossed, effective for immediate use. The forms may also be accessed and downloaded from the Florida State Court's website at http://www.flcourts.org/resources-and-services/court-improvement/problemsolving-courts/family-courts/family-law-forms.stml. By adoption of the amended forms, we express no opinion as to their correctness or applicability. We also direct that the new and amended forms be published for comment. Interested persons shall have sixty days from the date of this opinion to file comments with the Court.¹

^{1.} All comments must be filed with the Court on or before November 28, 2016, as well as a separate request for oral argument if the person filing the

It is so ordered.

LABARGA, C.J., and PARIENTE, LEWIS, QUINCE, CANADY, POLSTON, and PERRY, JJ., concur.

THE FILING OF A MOTION FOR REHEARING SHALL NOT ALTER THE EFFECTIVE DATE OF THESE AMENDMENTS.

Original Proceeding – Florida Supreme Court Approved Family Law Forms

comment wishes to participate in oral argument, which may be scheduled in this case. If filed by an attorney in good standing with The Florida Bar, the comment must be electronically filed via the Portal in accordance with <u>In re: Electronic</u> <u>Filing in the Supreme Court of Florida via the Florida Courts E-Filing Portal</u>, Fla. Admin. Order No. AOSC13-7 (Feb. 18, 2013). If filed by a non-lawyer or a lawyer not licensed to practice in Florida, the comment must be electronically filed via e-mail in accordance with <u>In re Mandatory Submission of Electronic Copies of Documents</u>, Fla. Admin. Order No. AOSC04-84 (Sept. 13, 2004). Electronically filed documents must be submitted in Microsoft Word 97 or higher. Any person unable to submit a comment electronically must mail or hand deliver the originally signed comment to the Florida Supreme Court, Office of the Clerk, 500 South Duval Street, Tallahassee, Florida 32399-1927; no additional copies are required or will be accepted.

INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.982(a) PETITION FOR CHANGE OF NAME (ADULT) (09/16)

When should this form be used?

This form should be used when an adult wants the court to change his or her name. This form is **not** to be used in connection with a dissolution of marriage or for adoption of child(ren). If you want a change of name because of a <u>dissolution of marriage</u> or adoption of child(ren) that is not yet final, the change of name should be requested as part of that case.

This form should be typed or printed in black ink and must be signed before a **<u>notary public</u>** or **<u>deputy</u>** <u>clerk.</u> You should <u>file</u> the original with the <u>clerk of the circuit court</u> in the county where you live and keep a copy for your records.

What should I do next?

Unless you are seeking to restore a former name, you must have fingerprints submitted for a state and national criminal records check. The fingerprints must be taken in a manner approved by the Department of Law Enforcement and must be submitted to the Department for a state and national criminal records check. You may not request a hearing on the petition until the clerk of court has received the results of your criminal history records check. The clerk of court can instruct you on the process for having the fingerprints taken and submitted, including information on law enforcement agencies or service providers authorized to submit fingerprints electronically to the Department of Law Enforcement. The process may take several weeks and you will have to pay for the cost of processing the fingerprints and conducting the state and national criminal history records check. Please note that the state and national criminal records check must indicate whether you have registered as a sexual predator or a sexual offender and you must also indicate on this petition whether you have ever been required to register as a sexual predator under section 775.21, Florida Statutes, or as a sexual offender under section 943.0435, F.S.

Next, you must obtain a <u>hearing</u> date for the court to consider your request. If you are seeking to restore a former name, a hearing on the petition MAY be held immediately after the petition is filed. The final hearing on any other petition for a name change may be held immediately after the clerk of court receives the results of your criminal history records check. You should ask the clerk of court, <u>family law intake staff</u>, or <u>judicial assistant</u> about the local procedure for setting a hearing. You may be required to attend the <u>final hearing</u>. Included in these forms is a **Final Judgment of Change of Name** (Adult), Florida Supreme Court Approved Family Law Form 12.982(b), which the <u>judge</u> may use. You should check with the clerk, family law intake staff, or judicial assistant, to see if you need to bring a <u>final judgment</u> form with you. If so, you should type or print the heading, including the circuit, county, case number, division, and the parties' names, and leave the rest blank for the judge to complete at

your hearing or trial.

If the judge grants your **<u>petition</u>**, he or she will sign this <u>**order**</u>. This officially changes your name. The clerk can provide you with <u>**certified copies**</u> of the signed order. There will be charges for the certified copies, and the clerk can tell you the amount of the charges.

Where can I look for more information?

Before proceeding, you should read General Information for Self-Represented Litigants found at the beginning of these forms. For further information, see Section 68.07, Florida Statutes.

Special notes...

The heading of the form calls for the name of the **<u>petitioner</u>**. Your current name should go there, as you are the one who is asking the court for something. The judicial circuit, case number, and division may be obtained from the clerk of court's office when you file the petition.

It may be helpful to compile a list of all of the people and/or places that will need a copy of your final judgment. This list may include the driver's license office, social security office, banks, schools, etc. A list will help you know how many copies of your order you should get from the clerk of court after your hearing.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900 (a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE _____JUDICIAL CIRCUIT, IN AND FOR _____COUNTY, FLORIDA

Case No.:	
Division:	

Petitioner.

PETITION FOR CHANGE OF NAME (ADULT)

	ull legal name}, being sworn, certify that the following rmation is true:
1.	My complete present name is:
2.	I live in County, Florida, at {street address}
3.	I was born on { <i>date</i> }, in { <i>city</i> }, { <i>county</i> },
	, {state}, {country}
4.	My father's full legal name: My mother's full legal name: My mother's maiden name:
5.	I have lived in the following places since birth: Dates (to/from) Address /
6.	Family [Indicate all that apply] I am not married. I am married. My spouse's full legal name is:

_____ I do not have child(ren).

The name(s), age(s), and address(es) of my child(ren) are as follows (all children, including those over 18, must be listed):

Name {*last, first, middle initial*} Age Address, City, State

Please indicate here if you are continuing these facts on an attached page.)

7. Former names

[Indicate **all** that apply]

_____ My name has never been changed **by a court**.

My name previously was changed **by court order** from ______

to ______ on {*date*}_____,

by {court, city, and state}

A copy of the court order is attached.

____My name previously was changed **by marriage** from ______

to ______ on {*date*}______, in {*city, county, and state*} ______.

A copy of the marriage certificate is attached.

____ I have never been known or called by any other name.

_____ I have been known or called by the following other name(s): {*list name(s) and explain* where you were known or called by such name(s)}

8. Occupation

My occupation is: _____

During the past 5 years, I have had the following jobs: Employer and employer's address Dates (to/from)



(_____Please indicate here if you are continuing these facts on an attached page.)

9. Business [Choose one only]

I do not own and operate a business.

I own and operate a business. The name of the business is:	l own an	d operate a	business.	The name	of the	business is:	
--	----------	-------------	-----------	----------	--------	--------------	--

The street address is: _____

My position with the business is: _____

I have been involved with the business since: {date} ______.

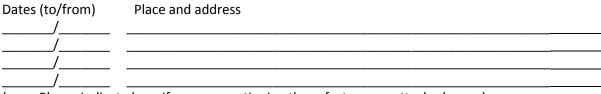
10. Profession

[Choose one only]

_____I am not in a profession.

I am in a profession. My profession is: ______

I have practiced this profession:



Please indicate here if you are continuing these facts on an attached page.)

11. Education

I have graduated from the following school(s):

Date of Graduation	School		

(_____ Please indicate here if you are continuing these facts on an attached page.)

12. Criminal History

[Indicate all that apply]

_____ I have never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.

_____ I have a criminal history. In the past I have been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of my criminal history are:

Date City/State Event (arrest, charge, plea, or adjudication)

_____ Please indicate here if you are continuing these facts on an attached page.)

I _____ have ____ have not ever been required to register as a sexual predator under section 775.21, Florida Statutes.

I _____ have _____have not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.

13. Bankruptcy

[Choose one only]

_____ I have never been adjudicated bankrupt.

I was adjudicat	ed bankrupt on {date}	, in { <i>city</i> }	,
{county}	. {state}	_	

(_____ Please indicate here if you have filed additional bankruptcies, and explain on an attached page.)

14. Creditor(s)' Judgments

[Choose **one** only]

_____ I have never had a money judgment entered against me by a creditor.

_____ The following creditor(s)' money judgment(s) have been entered against me:

Date	Amount	Creditor	Court enter	ing judgment and case number	<i>{date}</i> if Paid
I	Please indica	ate here if th	ese facts are c	ontinued on an attached page.)	

15. Fingerprints and Criminal History Records Check

Unless I am seeking to restore a former name, a copy of my fingerprints has been taken in a manner approved by the Department of Law Enforcement and submitted for a state and national criminal history records check. I understand that I cannot request a hearing on my Petition until the Clerk of Court receives the results of the criminal history records check. I also understand that the state and national records check must indicate whether I have registered as either a sexual predator or sexual offender.

- 16. I have no ulterior or illegal purpose for filing this petition, and granting it will not in any manner invade the property rights of others, whether partnership, patent, good will, privacy, trademark, or otherwise.
- 17. My civil rights have never been suspended, or, if my civil rights have been suspended, they have been fully restored.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this petition and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of PETITIONER
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
	Designated E-Mail Address(es):
STATE OF FLORIDA COUNTY OF	
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or
	deputy clerk.]
Personally known	
Produced identification	
Type of identification produced	
[fill in all blanks] This form was prepared for the	ORM, HE/SHE MUST FILL IN THE BLANKS BELOW:
This form was completed with the assistance of	
	/
{name of business}	
{address}	,
{city} , {state} ,{zip coa	e},{telephone number}

INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.982(c) PETITION FOR CHANGE OF NAME (MINOR CHILD(REN)) (09/16)

When should this form be used?

This form should be used when parents want the court to change the name of their minor child(ren). For the purposes of this proceeding, a person under the age of 18 is a minor. This form is not to be used in connection with an adoption, dissolution of marriage, or **paternity action**. If you want a change of name for your child(ren) because of an adoption or paternity action that is not yet final, the change of name should be requested as part of that case.

This form should be typed or printed in black ink and must be signed before a notary public or deputy clerk. You should file the original with the clerk of the circuit court, in the county where you live and keep a copy for your records. The <u>Petition</u> should only be completed by one Petitioner for one child. If you wish to change the name of more than one child or if there is more than one Petitioner, you should complete and file a Supplemental Form for Petition for Change of Name (Minor Child) for each child and/or a Supplemental Form for Petition for Change of Name. The supplemental form(s) is an attachment to the petition. Be sure that the bottom of each page of each supplemental form is initialed by the petitioner(s).

What should I do next?

Unless you are seeking to restore a former name, each adult petitioner(s)'s fingerprints must be submitted for a state and national criminal history records check. The fingerprints must be taken in a manner approved by the Department of Law Enforcement. The fingerprints must be submitted to the Department of Law Enforcement for a state and national criminal history records check. The Petitioner(s) may not request a hearing on the Petition until the copy of the fingerprints are filed and the clerk of court has received the results of the criminal history records check. The clerk of court can instruct you on the process for having the fingerprints taken and submitted, including information on law enforcement agencies or service providers authorized to submit fingerprints electronically to the Department of Law Enforcement. The process may take several weeks and the parent or guardian of the minor must pay the cost of processing the fingerprints and conducting the state and national history records check. Please note that the state and national criminal records check must indicate whether you have registered as either a sexual predator or a sexual offender and you must also indicate on this petition whether you have ever been required to register as a sexual predator under section 775.21, Florida Statutes, or as a sexual offender under section 943.0435, Florida Statutes.

If **both** parents agree to the change of name and live in the county where the change of name is sought, you may both file as **<u>petitioners</u>**. In this situation, <u>**service**</u> is not necessary, and you need only to set a <u>**hearing**</u>. You should ask the clerk of court, <u>**family law intake staff**</u>, or <u>**judicial**</u> <u>**assistant**</u> about the local procedure for setting a hearing.

If only one parent is a resident of the county where the change of name(s) is sought **or** only one parent asks for the child(ren)'s name(s) to be changed, the other parent must be notified and his or her consent obtained, if possible. If the other parent consents to the change of name, a **Consent for Change of Name (Minor Child(ren))**, Florida Supreme Court Approved Family Law Form 12.982(d), should be filed.

If the other parent does not consent to the change of name, you may still have a hearing on the petition **if** you have properly notified the other parent about your petition and the hearing. If you know where he or she lives, you must use **personal service**. If you absolutely do not know where he or she lives, you may use **constructive service**. For more information about personal and constructive service, you should refer [to] the **"General Instructions for Self-Represented Litigants"** found at the beginning of these forms and the instructions to Florida Family Law Rules of Procedure Forms 12.910(a) and 12.913(b) and Florida Supreme Court Approved Family Law Form 12.913(a). However, the law regarding constructive service is very complex and you may wish to consult an attorney regarding that issue.

Next, you must obtain a <u>final hearing</u> date for the court to consider your request. If you are seeking to restore a former name, a hearing on the petition MAY be held immediately after the petition is filed. The final hearing on any other petition for a name change may be held immediately after the clerk of court receives the results of your criminal history records check. You should ask the clerk of court, family law intake staff, or judicial assistant about the local procedure for setting a hearing. You may be required to attend the hearing. Included in these forms is a **Final Judgment of Change of Name (Minor Child(ren))**, Florida Supreme Court Approved Family Law Form 12.982(e), which may be used when a judge grants a change of name for a minor child(ren). If you attend the hearing, you should take the final judgment with you. You should complete the top part of the form, including the circuit, county, case number, division, and the name(s) of the petitioner(s) and leave the rest blank for the judge to complete. It should be typed or printed in black ink.

If the judge grants your petition, he or she will sign this <u>order</u>. This officially changes your child(ren)'s name(s). The clerk can provide you with <u>certified copies</u> of the signed order. There will be charges for the certified copies, and the clerk can tell you the amount of the charges.

Instructions for Florida Supreme Court Approved Family Law Form 12.982(c), Petition for Change of Name (Minor Child(ren)) (09/16)

Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. For further information, see section 68.07, Florida Statutes.

Special notes...

The heading of the form calls for the name(s) of the **petitioner(s)**. This means the parent(s) who is (are) requesting the change of their child(ren)'s name(s). The judicial circuit, case number, and division may be obtained from the clerk of court's office when you file the petition.

It may be helpful to compile a list of all of the people and places that will need a copy of the final judgment. This list may include the driver's license office, social security office, banks, schools, etc. A list will help you know how many copies of your order you should get from the clerk of court after your hearing.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE ______ JUDICIAL CIRCUIT, IN AND FOR ______ COUNTY, FLORIDA

Case No.: Division:

IN RE: THE NAME CHANGE OF

Petitioner/Father,

Petitioner/Mother.

PETITION FOR CHANGE OF NAME (MINOR CHILD(REN))

I/We, {full legal name(s)}_____, being sworn, certify that the following information is true:

I am/We are the birth or legal parent(s) or guardian of the minor child(ren) named in this petition. [Choose **only** one]

- a. ____ There is only one minor child named in this petition.
- b. _____ There are {enter number of children} ______ children named in this petition. The information on the first child is entered below. I/We have attached the completed supplemental forms for each other child.

The adult petitioner(s)'s fingerprints have been taken in a manner approved by the Department of Law Enforcement and submitted for a state and national criminal history records check. I /We understand that I/we cannot request a hearing on my/our Petition until the clerk of court receives the results of the criminal history records check. I/We also understand that the state and national records check must indicate whether I/we have registered as either a sexual predator or a sexual offender.

A. THE FOLLOWING INFORMATION IS TRUE ABOUT CHILD # 1 :

1. Minor child's complete present name is:

I/We request that this minor child's name be changed to:

	ne minor child lives in County, Florida, at <i>{street address}</i>
. TI	ne minor child was born on {date}, in {city, county, state, country}
. TI	ne minor child's father's full legal name:
тΙ	ne minor child's mother's full legal name:
	ne minor child's mother's maiden name:
. т	e minor child has lived in the following places since birth:
	ates (to/from) Address
	/
	/
_	
	/
(Please indicate here if you are continuing these facts on an attached page.)
. [0	hoose one only] The minor child is not married.
 7. [0	The minor child is not married. The minor child is married to: <i>{full legal name}</i> <i>hoose one only]</i> The minor child has no children. The minor child is the parent of the following child(ren): <i>{enter full name(s) and date(s) op</i> }
	The minor child is not married. The minor child is married to: <i>{full legal name}</i> <i>hoose one only]</i> The minor child has no children. The minor child is the parent of the following child(ren): <i>{enter full name(s) and date(s) of birth}</i>
	The minor child is not marriedThe minor child is married to: {full legal name} hoose one only]The minor child has no childrenThe minor child has no childrenThe minor child is the parent of the following child(ren): {enter full name(s) and date(s) of birth} ormer names.
	The minor child is not marriedThe minor child is married to: {full legal name}The minor child has no childrenThe minor child has no childrenThe minor child is the parent of the following child(ren): {enter full name(s) and date(s) of birth} ormer names. ndicate all that apply]
	The minor child is not marriedThe minor child is married to: {full legal name} hoose one only]The minor child has no childrenThe minor child has no childrenThe minor child is the parent of the following child(ren): {enter full name(s) and date(s) of birth} ormer names.
	The minor child is not marriedThe minor child is married to: {full legal name} hoose one only]The minor child has no childrenThe minor child is the parent of the following child(ren): {enter full name(s) and date(s) of birth} ormer names. holicate all that apply]The minor child's name has never been changed by a court.
. [C 	The minor child is not marriedThe minor child is married to: {full legal name}
	The minor child is not married. The minor child is married to: {full legal name} hoose one only] The minor child has no children. The minor child is the parent of the following child(ren): {enter full name(s) and date(s) of birth} birth} prmer names. ndicate all that apply] The minor child's name has never been changed by a court. The minor child's name previously was changed by court order from
. [C . [C . [. Fe . [// 	The minor child is not marriedThe minor child is married to: {full legal name}
. [C . [C . [. Fe . [// 	The minor child is not married. The minor child is married to: {full legal name}
. [C 	The minor child is not married. The minor child is married to: {full legal name}

_____The minor child has never been known or called by any other name.

_____The minor child has been known or called by the following other name(s): {*list name(s) and explain where child was known or called by such name(s*}

9. The minor child is not employed in an occupation or profession, does not own and operate a business, and has received no educational degrees. If the minor child has a job, explain:

10. Criminal History.

[Indicate all that apply]

- The minor child has never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.
- The minor child has a criminal history. In the past, the minor child was arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of the criminal history are:

Date	City/State	Event (arrest, o	charge.	plea.	or adjudication)
Dute	City/State			picu,	or adjudication,

_____Please indicate here if you are continuing these facts on an attached page.)

_____ The minor child _____ has ____has not ever been required to register as a sexual predator under section 775.21, Florida Statutes.

_____The minor child _____has ____has not ever been required to register as a sexual offender under section 943.0435, Florida Statutes

11. Money Judgments.

[Choose one only]

_ The minor child has never been adjudicated bankrupt, and no money judgment has ever been entered against him or her.

_____ The following money judgment(s) has been entered against him or her:

Date	Amount	Creditor	Court entering judgment and case number	if Paid {date}

B. THE FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER(S):

() FATHER () MOTHER () GUARDIAN

- () A Supplemental Form has been attached for the other parent or petitioner.
- 1. My complete present name is: _____
- 2. I live in ______ County, Florida, at {street address} ______

3. Bankruptcy

[Choose **one** only]

_____I have never been adjudicated bankrupt.

_____I was adjudicated bankrupt on {date} ______, in {city} ______,

{county}_____, {state}_____.

(____ Please indicate here if you have filed additional bankruptcies, and explain on an attached page.)

4. Creditor(s)' Judgments

[Choose one only]

_____ I have never had a money judgment entered against me by a creditor.

_____ The following creditor(s)' money judgment(s) have been entered against me:

Date	Amount	Creditor	Court entering judgment and case number	if Paid {date}

5. Criminal History

Indicate all that apply

_____ I have never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.

_____ I have a criminal history. In the past I have been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of my criminal history are:

DateCity/StateEvent (arrest, charge, plea, or adjudication)

_ _

Instructions for Florida Supreme Court Approved Family Law Form 12.982(c), Petition for Change of Name (Mino	r
Child(ren)) (09/16)	

(______ Please indicate here if you are continuing these facts on an attached page.)

I _____ have ____have not ever been required to register as a sexual predator under section 775.21, Florida Statutes.

I _____ have _____have not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.

- 6. I have no ulterior or illegal purpose for filing this petition, and granting it will not in any manner invade the property rights of others, whether partnership, patent, good will, privacy, trademark, or otherwise.
- 7. My civil rights have never been suspended, or, if ever suspended, they have been fully restored.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this petition and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of PETITIONER
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
	Designated E-Mail Address(es):
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by
	~
	NOTARY PUBLIC or DEPUTY CLERK

[Print, type, or stamp commissioned name of notary or deputy clerk.]

Personally known

Produced identification

Type of identification produced _____

IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:

[fill in **all** blanks] This form was prepared for the Petitioner.

This form was completed with the assistance of:

{name of individual}_____

{name of business}_____

{address} ______, {state} ____, {zip code} _____, {telephone number} ______

ADULT SUPPLEMENTAL FORM FOR PETITION FOR CHANGE OF NAME (MINOR CHILDREN)

	Case No.:	
	E FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER(S):) FATHER () MOTHER () GUARDIAN	
1.	My complete present name is:	
2.	I live in County, Florida, at {street address}	
3. Cre	Bankruptcy [Choose one only]	
	The following creditor(s)' money judgment(s) have been entered against me:	
	Date Amount Creditor Court entering judgment and case number if P {date}	'aid
	(Please indicate here if these facts are continued on an attached page.)	
5.	Criminal History	

[Indicate all that apply]

_____ I have never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.

_____ I have a criminal history. In the past I have been arrested for or charged with, pled guilty

or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of my criminal history are:

Date	City/State	Event (arrest, charge, plea, or adjudication)

(_____ Please indicate here if you are continuing these facts on an attached page.)

I _____ have ____have not ever been required to register as a sexual predator under section 775.21, Florida Statutes.

I _____ have _____have not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.

- 6. I have no ulterior or illegal purpose for filing this petition, and granting it will not in any manner invade the property rights of others, whether partnership, patent, good will, privacy, trademark, or otherwise.
- 7. My civil rights have never been suspended, or, if ever suspended, they have been fully restored.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this petition and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of PETITIONER
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
	Designated E-Mail Address(es):
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or deputy clerk.]
Personally known Produced identification Type of identification produced	
IF A NONLAWYER HELPED YOU FILL OUT THIS I [fill in all blanks] This form was prepared for the	FORM, HE/SHE MUST FILL IN THE BLANKS BELOW: e Petitioner.
This form was completed with the assistance of	
{name of business}{address}	,
{city}, {state}, {zip cod	le},{telephone number}

SUPPLEMENTAL FORM FOR			
SUPPLEIVIENTAL FURIVI FUR	PETITION FOR	CHAINGE OF INAIVIE	(WIINOR CHILD(REIN))

•	Minor child's complete present name is:
	I/We request that this minor child's name be changed to:
2.	The minor child lives in County, Florida, at {street address}
3.	The minor child was born on { <i>date</i> }, in { <i>city, county, state, country</i>
1.	The minor child's father's full legal name: The minor child's mother's full legal name: The minor child's mother's maiden name:
5.	The minor child has lived in the following places since birth: Dates (to/from) Address /

MINOR CHILD # _____, continued

6.	[Choose one only]
	The minor child is not married.
	The minor child is married to: <i>{full legal name}</i>
7.	[Choose one only]
	The minor child has no children.
	The minor child is the parent of the following child(ren): {enter full name(s) and date(s) of
	birth}
8.	Former names.
	[Indicate all that apply]
	The minor child's name has never been changed by a court.
	The minor child's name providucly was changed by court order from
	The minor child's name previously was changed by court order from
	to on, by {court, city, and state}
	A copy of the court order is attached.
	A copy of the court order is attached.
	The minor child's name previously was changed by marriage from
	to, in {city, county, and
	state}
	A copy of the marriage certificate is attached.
	The minor child has never been known or called by any other name.

_____The minor child has been known or called by the following other name(s): {*list name(s) and explain where child was known or called by such name(s)*}

9. The minor child is not employed in an occupation or profession, does not own and operate a business, and has received no educational degrees. If the minor child has a job, explain:

10. Criminal History.

[Indicate all that apply]

_____ The minor child has never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.

•

The minor child has a criminal history. In the past, the minor child was arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of the criminal history are:

MINOR CHILD # _____, continued

Date	City	/State	Event (arrest, charge, plea, or adjudication	on)
(Please indica	ite here if you	u are continuing these facts on an attached page	.)
			hashas not ever been required to regis 75.21, Florida Statutes.	ster as a sexual
			ashas not ever been required to regis 43.0435, Florida Statutes	ter as a sexual
	oney Judgmei se one only]	nts.		
		hild has neve d against him	r been adjudicated bankrupt, and no money juc n or her.	gment has ever
Date	The followin Amount		gment(s) has been entered against him or her: Court entering judgment and case number	<i>{date}</i> if Paid

INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.982(f) PETITION FOR CHANGE OF NAME (FAMILY) (09/16)

When should this form be used?

This form should be used when a family wants the court to change its name. This form is **not** to be used in connection with a <u>dissolution of marriage</u>, <u>paternity</u>, or adoption action. If you want a change of name because of a dissolution of marriage, paternity, or adoption action that is not yet final, the change of name should be requested as part of that case.

This form should be typed or printed in black ink and must be signed before a **<u>notary public or deputy</u>** <u>clerk</u>. You should <u>file</u> the original with the clerk of the circuit court in the county where you live and keep a copy for your records. The petition should only be completed for one adult. If you wish to change the name(s) of another adult and/or any child(ren), you should complete and file with the clerk of court the attached Supplemental Form(s) for Petition for Change of Name (Family) for each additional family member. Be sure that the bottom of each page of each supplemental form is initialed.

What should I do next?

Unless you are seeking to restore a former name, each adult petitioner must have fingerprints submitted for a state and national criminal history records check. The fingerprints must be taken in a manner approved by the Department of Law Enforcement and must be submitted to the Department for a state and national criminal history records check. You may not request a hearing on the petition until the clerk of court has received the results of your criminal history records check. The clerk of court can instruct you on the process for having the fingerprints taken and submitted, including information on law enforcement agencies or service providers authorized to submit finger prints electronically to the Department of Law Enforcement. The process may take several weeks and you will have to pay for the cost of processing the fingerprints and conducting the state and national criminal history records check. Please note that the state and national criminal records check must indicate whether you have registered as either a sexual predator or a sexual offender and you must also indicate on this petition whether you have ever been required to register as a sexual predator under section 775.21, Florida Statutes, or as a sexual offender under section 943.0435, Florida Statutes.

If any of the children for whom you are requesting this change of name are not the legal children of both adults filing this petition, you must obtain the consent of the legal parent(s). A parent not named as a **petitioner** in this action may consent by submitting a **Consent for Change of Name (Minor Child(ren))**, Florida Supreme Court Approved Family Law Form 12.982(d).

If the other parent does not consent to the change of name, you may still have a **hearing** on the **petition if** you have properly notified the other parent about your petition and the hearing. If you know where he or she lives, you must use **personal service**. If you absolutely do not know where he or she lives, you

may use <u>constructive service</u>. For more information about personal and constructive service, you should refer to the "General Instructions for Self-Represented Litigants" found at the beginning of these forms and the instructions to Florida Family Law Rules of Procedure Forms 12.910(a) and 12.913(b) and Florida Supreme Court Approved Family Law Form 12.913(a). The law on constructive service is very complex and you may wish to consult an attorney regarding constructive service.

Next, you must obtain a <u>final hearing</u> date for the court to consider your request. If you are seeking to restore a former name, hearing on the petition MAY be held immediately after the petition is filed. The final hearing on any other petition for a name change may be held immediately after the clerk of court receives the results of your criminal history records check. You should ask the clerk of court, <u>family law</u> <u>intake staff</u>, or <u>judicial assistant</u> about the local procedure for setting a hearing. You may be required to attend the hearing. Included in these forms is a Final Judgment of Change of Name (Family), Florida Supreme Court Approved Family Law Form 12.982(g), which may be used when a judge grants a change of name for a family. If you attend the hearing, you should take the <u>final judgment</u> form with you. You should complete the top part of this form, including the circuit, county, case number, division, the name(s) of the petitioner(s) and leave the rest blank for the judge to complete. It should be typed or printed in black ink.

If the judge grants your petition, he or she will sign this <u>order</u>. This officially changes your family's name. The clerk can provide you with <u>certified copies</u> of the signed order. There will be charges for the certified copies, and the clerk can tell you the amount of the charges.

Where can I look for more information?

Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms. For further information, see section 68.07, Florida Statutes.

Special notes...

The heading of the form calls for the name(s) of the **petitioner(s)**. This is (are) the parent(s) who is/are requesting the change of their family's name(s). The judicial circuit, case number, and division may be obtained from the clerk of court's office when you file the petition.

It may be helpful to compile a list of all of the people and places that will need a copy of the final judgment. This list may include the driver's license office, social security office, banks, schools, etc. A list will help you know how many copies of your order you should get from the clerk of court after your hearing.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

IN THE CIRCUIT COURT OF THE ______ JUDICIAL CIRCUIT,

IN AND FOR _____

COUNTY, FLORIDA

Case No.: _____ Division: _____

IN RE: THE NAME CHANGE OF

Petitioner/Father,

Petitioner/Mother.

PETITION FOR CHANGE OF NAME (FAMILY)

I/We, {full legal name(s)} _____, being sworn, certify that the following information is true:

There are {enter number} ______ adults named in this petition. A supplemental form is attached for each adult not set out below.

There are {enter number} _____ children named in this petition. I am/We are the birth or legal parents or guardian of the minor child(ren) named in this petition. I/We have attached a completed supplemental form for each minor child.

Unless I am seeking to restore a former name, a copy of the fingerprints of each adult person seeking a name change in this petition has/have been taken in a manner approved by the Department of Law Enforcement, and submitted for a state and national criminal history records check. I/We understand that I/we cannot request a hearing on my/our Petition until the clerk of court receives the results of the criminal history records check. I/We also understand that the state and national records check must indicate whether I/we have registered as either a sexual predator or sexual offender.

THE FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER:

() HUSBAND () WIFE () GUARDIAN

() A Supplemental Form has been attached for the other parent or petitioner.

1.	My complete present name is:	
	request that my name be changed to:	

2. I live in ______ County, Florida, at {street address} ______

3. I was born on {*date*} ______, in {*city*} ______, {*county*} ______, {state}_____, {country}______.

4. My father's full legal name: _____

My mother's full legal name:	
My mother's maiden name:	
, _	

5. I have lived in the following places since birth:

Dates (to/from)	Address	
	/	
	/	
	/	
	/	

(_____ Please indicate here if you are continuing these facts on an attached page.)

6. Family

[Indicate **all** that apply] _____ I am not married. I am married. My spouse's full legal name is: ______. _____ I do not have child(ren). The name(s), age(s), and address(es) of my child(ren) are as follows (all children, including those over 18, must be listed): **Name** {*last, first, middle initial*} Age Address, City, State _ Please indicate here if you are continuing these facts on an attached page.) 7. Former names [Indicate **all** that apply] _____My name has never been changed **by a court**. My name previously was changed by court order from to ______, by {court, city, and state} A copy of the court order is attached. ___My name previously was changed **by marriage** from ______ to ______ on {date}_____, in {city, county, and state}_____. A copy of the marriage certificate is attached.

_____I have never been known or called by any other name.

_____I have been known or called by the following other name(s): {list name(s) and explain where you were known or called by such name(s)}

8. Occupation

My occupation is:	
I am employed at: {company and address}	
., , , ,	

During the past 5 years, I have had the following jobs:

Dates (to/from)	Employer and employer's address
	/
	/
	/
	/
	/
	/

(Please indicate here if you are continuing these facts on an attached page.)

9. Business

[Choose one only]

_____I do not own and operate a business.

I own and operate a business.	The name of the business is:	•
The street address is:		•

My position with the business is: ______.

I have been involved with the business since: {date}_____.

10. Profession

[Choose **one** only]

____I am not in a profession.

l am	n in a	professio	on.	My professi	on is:		 	 		
			~							

I have practiced this profession:

/

Dates (to/from) Place and address

(_____ Please indicate here if you are continuing these facts on an attached page.)

/

11. Education

I have graduated from the following school(s): Date of

Graduation

Degree Received

School

_ Please indicate here if you are continuing these facts on an attached page.)

12. Criminal History

[Indicate all that apply]

- I have never been arrested for or charged with, pled guilty or nolo contendere to, or have been found to have committed a criminal offense, regardless of adjudication.
- _____ I have a criminal history. In the past I have been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of my criminal history are:

DateCity/StateEvent (arrest, charge, plea, or adjudication)

(_____ Please indicate here if you are continuing these facts on an attached page.)

I _____ have ____have not ever been required to register as a sexual predator under section 775.21, Florida Statutes.

I _____ have _____have not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.

13. Bankruptcy

[Choose one only]

_____I have never been adjudicated bankrupt.

I was adjudicated	bankrupt on {date}	, in { <i>city</i> }	,
{county}	, {state}		

(_____ Please indicate here if you have had additional bankruptcies, and explain on an attached page.)

14. Creditor(s)' Judgments

[Choose **one** only]

_____I have never had a money judgment entered against me by a creditor.

_____The following creditor(s)' money judgment(s) have been entered against me:

Date {date}	Amount	Creditor	Court entering judgment and case number if Paid
		·	
		·	

(_____ Please indicate here if these facts are continued on an attached page.)

- 15. I have no ulterior or illegal purpose for filing this petition, and granting it will not in any manner invade the property rights of others, whether partnership, patent, good will, privacy, trademark, or otherwise.
- 16. My civil rights have never been suspended, or, if my civil rights have been suspended, they have

been fully restored.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this petition and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of PETITIONER
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
	Designated E-Mail Address(es):
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or deputy clerk.]
Personally known	
Produced identification	
Type of identification produced	
IF A NONLAWYER HELPED YOU FILL OUT THIS I	FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:
[fill in all blanks] This form was prepared for the	
This form was completed with the assistance of	
{name of individual}	
{name of business}	
{address}	, le},{telephone number}
{city}, {state}, {zip cod	le},{telephone number}

ADULT SUPPLEMENTAL FORM FOR PETITION FOR CHANGE OF NAME (FAMILY)

1.	My complete present name is:
	I request that my name be changed to:
2.	I live in County, Florida, at { <i>street address</i> }
3.	I was born on {date}, in {city}, {county}, {county}, {county}, {county}
1.	My father's full legal name: My mother's full legal name: My mother's maiden name:
5.	I have lived in the following places since birth: Dates (to/from) Address / / / /
	Please indicate here if you are continuing these facts on an attached page.)
5.	Family [Indicate all that apply] I am not married. I am married. My spouse's full legal name is: I do not have child(ren). The name(s), age(s), and address(es) of my child(ren) are as follows (all children, including the second child in the list of b.
	those over 18, must be listed):AgeAddress, City, StateName {last, first, middle initial}AgeAddress, City, State

(_____ Please indicate here if you are continuing these facts on an attached page.)

7. Former names

[Indicate **all** that apply]

My name has never been changed by a court.

My name previously was changed **by court** order from______ _____ on to {date} by {court, city, and state}

A copy of the court order is attached.

__My name previously was changed by marriage from ______

to	on {date}
	/

in {city, county, and state}

A copy of the marriage certificate is attached.

I have never been known or called by any other name.

I have been known or called by the following other name(s): *{list name(s) and explain* where you were known or called by such name(s)} ______

8. Occupation

My occupation is: I am employed at: {company and address}

During the past 5 years, I have had the following jobs:

Dates (to/from) Employer and employer's address

/
/
/
/
/
1

Please indicate here if you are continuing these facts on an attached page.)

9. Business

[Indicate **all** that apply]

_____I do not own and operate a business.

I own and operate a business. The name of the business is:

My position with the business is: _____

I have been involved with the business since: {date} .

10. Profession

[Indicate **all** that apply]

	I am not in a profession. I am in a profession. My profession is: I have practiced this profession:						
Dates (to/from) Place and address							
		/					
		/					
		/					
		/					
	(Please indicate here if you are continuing these facts on an attached page.)						
11.	Education						
	I have graduated	d from the following sch	nool(s):				
	Degree	Date of					
	Received	Graduation	School				

Please indicate here if you are continuing these facts on an attached page.)

12. Criminal History

[Indicate **all** that apply]

I have never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.

I have a criminal history. In the past I have been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of my criminal history are:

Date	City/State	Event (arrest, charge, plea, or adjudication)
------	------------	---

_____ Please indicate here if you are continuing these facts on an attached page.)

I _____ have ____have not ever been required to register as a sexual predator under section 775.21, Florida Statutes.

I _____ have _____have not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.

13. Bankruptcy

[Choose **one** only]

_____I have never been adjudicated bankrupt.

	I was adj	udicated bankı	upt on {date}	, in { <i>city</i> },
	{county}			, {state}
	(Please	indicate here i	f you have ha	d additional bankruptcies, and explain on an attached
	page.)		-	
14.	Creditors' Juc	Igments		
	[Choose one of	only]		
	I have ne	ever had a mon	ey judgment o	entered against me by a creditor.
	The following creditor(s)' money judgme			ment(s) have been entered against me:
	Date	Amount	Creditor	Court entering judgment and case number if Paid
	{date}			
	(Please i	indicate here if	you are conti	nuing these facts on an attached page.)

- 15. I have no ulterior or illegal purpose for filing this petition, and granting it will not in any manner invade the property rights of others, whether partnership, patent, good will, privacy, trademark, or otherwise.
- 16. My civil rights have never been suspended, or, if my civil rights have been suspended, they have been fully restored.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this petition and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated:	
	Signature of PETITIONER
	Printed Name:
	Address:
	City, State, Zip:
	Telephone Number:
	Fax Number:
	Designated E-Mail Address(es):
STATE OF FLORIDA	
COUNTY OF	
Sworn to or affirmed and signed before me on	by
	NOTARY PUBLIC or DEPUTY CLERK
	[Print, type, or stamp commissioned name of notary or deputy clerk.]
Personally known Produced identification Type of identification produced	
	ORM, HE/SHE MUST FILL IN THE BLANKS BELOW:
[fill in all blanks] This form was prepared for the	
This form was completed with the assistance of	
{name of husiness}	,
{address}	,
{city}, {state}, {zip cod	e},{telephone number}

CHILD SUPPLEMENTAL FORM FOR PETITION FOR CHANGE OF NAME (FAMILY)

LLOWING INFORMATION IS TRUE ABOUT MINOR CHILD #:
Minor child's complete present name is:
I/We request that minor child's name be changed to:
The minor child lives in County, Florida, at { <i>street address</i> }
The minor child was born on, in { <i>city, county, state, country</i> }
The minor child's father's full legal name:
The minor child's mother's full legal name:
The minor child's mother's maiden name:
The minor child has lived in the following places since birth:
Dates (to/from) Address
/
/
/
/
/
[Choose one only]
The minor child is not married
The minor child is married to: <i>{full legal name}</i>
[Choose one only]
The minor child has no children.
The minor child is the parent of the following child(ren): {enter name(s) and date(s)
of birth}
-
Former names
[Indicate all that apply]
The minor child's name has never been changed by court order .
The universe shild's serves and investment shows a description of a start of the serve
The minor child's name previously was changed by court order from toon { <i>date</i> }

A copy of the court order is attached.

The minor child's name previously was changed by marriage from	
to on { <i>date</i> }	,
in {city, county, and state}	<u> </u>
A copy of the marriage certificate is attached.	

_____The minor child has never been known or called by any other name.

- _____The minor child has been known or called by the following other name(s): {list name(s) and explain where child was known or called by such name(s)}
- 9. The minor child is not employed in an occupation or profession, does not own and operate a business, and has received no educational degrees. If the minor child has a job, explain: ______

10. Criminal History

[Indicate all that apply]

_____ The minor child has never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.

_____ The minor child has a criminal history. In the past, the minor child was arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of the criminal history are:

Date	City/State	Event (arrest, charge, plea, or adjudication)
------	------------	---

(_____ Please indicate here if you are continuing these facts on an attached page.)

_____ The minor child _____ has ____has not ever been required to register as a sexual predator under section 775.21, Florida Statutes.

_____The minor child _____has ____has not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.

11. Money Judgments

[Choose one only]

___The minor child has never been adjudicated bankrupt, and no money judgment has ever been entered against him or her.

____The following money judgment(s) has been entered against him or her:

Date Amount Creditor Court entering judgment and case number if Paid *{date}*

Please indicate here if you are continuing these facts on an attached page.)

(