

Supreme Court of Florida

No. SC04-1979

AMENDMENTS TO THE FLORIDA SUPREME COURT APPROVED FAMILY LAW FORMS

[November 24, 2004]

PER CURIAM.

The 2004 Florida Legislature amended section 68.07, Florida Statutes (2003), to require a petitioner filing a name change petition to include a copy of the petitioner's fingerprints taken by a law enforcement agency except where a former name is being restored, and to require the petitioner to state whether he or she has ever been arrested for or charged with, pled guilty or nolo contendere to, or has been found to have committed a criminal offense, regardless of adjudication. See ch. 2004-34, § 1, at 337-38, Laws of Fla. These amendments became effective on July 1, 2004, see ch. 2004-34, § 4, at 339, Laws of Fla., and affect the Florida Supreme Court Approved Family Law Forms.

Pursuant to the procedures approved by this Court in Amendments to the

Florida Family Law Rules of Procedure & Family Law Forms, 810 So. 2d 1, 14

(Fla. 2000), this Court has internally reviewed the Florida Supreme Court Approved Family Law Forms and determined that amendments to existing name change forms are necessary as a result of the legislation.¹

We hereby adopt amendments to the following Florida Supreme Court Approved Family Law Forms: Petition for Change of Name (Adult), Florida Supreme Court Approved Family Law Form 12.982(a); Petition for Change of Name (Minor Child(ren)), Florida Supreme Court Approved Family Law Form 12.982(c); and Petition for Change of Name (Family), Florida Supreme Court Approved Family Law Form 12.982(f).

The forms are adopted as set forth in the appendix to this opinion, fully engrossed, effective for immediate use. We direct that these forms be published in The Florida Bar News so that any interested person may file comments with this Court by February 1, 2005. By adoption of these forms, we express no opinion as to their correctness or applicability, or on the substance of the new legislation. This opinion and the forms discussed herein may be accessed and downloaded from the Florida State Courts website at www.flcourts.org.

It is so ordered.

1. We have jurisdiction. See art. V, § 2(a), Fla. Const.

PARIENTE, C.J., and WELLS, ANSTEAD, LEWIS, QUINCE, CANTERO, and BELL, JJ., concur.

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

Original Proceedings - The Florida Supreme Court Approved Family Law Forms


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

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 divorce action. If you want a change of name because of a **dissolution of marriage** that is not yet final, the change of name should be done as part of that case.

This form should be typed or printed in black ink. You must obtain a copy of your fingerprints taken by a law enforcement agency and attach it to the petition. There may be a charge for the fingerprinting which you will have to pay. After completing this form, you should sign the form 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.

What should I do next?

Next, you must obtain a **hearing** date for the court to consider your request. 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 **final hearing**. 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 **judge** may use. You should check with the clerk, family law intake staff, or judicial assistant, to see if you need to bring a **final judgment** 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 **petition**, he or she will sign this **order**. This officially changes your name. The clerk can provide you with **certified copies** of the signed order. There will be charges for the certified copies, and the clerk can tell you how much those charges are.


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 **petitioner**. 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: _____

IN RE: THE NAME CHANGE OF

_____,
Petitioner.

PETITION FOR CHANGE OF NAME (ADULT)

I, {full legal name} _____, being sworn, certify that the following information is true:

1. My complete present name is: _____.
I 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
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____
_____/_____/_____ /	_____

Check here if you are continuing these facts on an attached page.

6. **Family**
[all that apply]

- _____ a. I am not married.
- _____ b. I am married. My spouse's full legal name is: _____.
- _____ c. I do not have child(ren).
- _____ d. 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

7. Former names

[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: _____.

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
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____

Check here if you are continuing these facts on an attached page.

9. **Business**

[**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**

[**one** only]

- 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
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____

Check here if you are continuing these facts on an attached page.

11. **Education**

I have graduated from the following school(s):

Degree Received	Date of Graduation	School
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

12. **Criminal History**

[**one** only]

- 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)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

13. **Bankruptcy**

[**one** only]

I have never been adjudicated bankrupt.

I was adjudicated bankrupt on {date} _____, in {city} _____, {county} _____, {state} _____.

Check here if you have filed additional bankruptcies, and explain on an attached page.

14. Creditor(s)' Judgments

[**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	<input checked="" type="checkbox"/> if Paid
_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>

Check here if these facts are continued on an attached page.

15. Fingerprints

A copy of my fingerprints taken by a law enforcement agency is attached to this petition.

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: _____

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]

I, *{full legal name and trade name of nonlawyer}* _____,
a nonlawyer, located at *{street}* _____, *{city}* _____,
{state} _____, *{phone}* _____, helped *{name}* _____,
who is the petitioner, fill out this form.

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

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 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 done as part of that case.

This form should be typed or printed in black ink. The primary **petition** should only be completed for one child. If you wish to change the names of more than one child, you should complete and file a Supplemental Form for Petition for Change of Name (Minor Child) for each child. The supplemental form is an attachment to the petition. **Be sure that the bottom of each page of each supplemental form is initialed by the petitioner(s)**. You must obtain a copy of the child(ren)'s fingerprints taken by a law enforcement agency and attach it to the petition. There may be a charge for the fingerprinting which you will have to pay. After completing this form, you should sign the form 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.


What should I do next?

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 **petitioners**. In this situation, **service** is not necessary, and you need only to set a **hearing**. You should ask the clerk of court, **family law intake staff**, or **judicial assistant** 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 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 **final hearing** date for the court to consider your request. 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 **order**. This officially changes your child(ren)'s name(s). The clerk can provide you with **certified copies** of the signed order. There will be charges for the certified copies, and the clerk can tell you how much those charges are.


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 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) of the minor child(ren) named in this petition.

[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.

A copy of the child/children's fingerprints taken by a law enforcement agency is attached to this petition.

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:

2. The minor child lives in _____ County, Florida, at {street address} _____.

3. The minor child was born on {date} _____, in {city, county, state, country} _____.

4. 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
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____

Check here if you are continuing these facts on an attached page.

6. [**one** only]

____ The minor child is not married.

____ The minor child is married to: *{full legal name}* _____.

7. [**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.**

[**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 _____
to _____ on *{date}* _____,
by *{court, city, and state}* _____.

A copy of the court order is attached.

____ The minor child's name previously was changed **by marriage** from _____
to _____ on *{date}* _____,
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.**

[**one** only]

____ 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)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

11. Money Judgments.

[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	<input checked="" type="checkbox"/> if Paid
_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>

THE FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER(S):

12. Petitioner(s) live in _____ County, Florida, at {street address} _____.

13. I/We 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.

14. My/our 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/Father

Printed Name: _____

Address: _____

City, State, Zip: _____

Telephone Number: _____

Fax Number: _____

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 clerk.]

____ Personally known
____ Produced identification
Type of identification produced _____

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/Mother
Printed Name: _____
Address: _____
City, State, Zip: _____
Telephone Number: _____
Fax Number: _____

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 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]

I, *{full legal name and trade name of nonlawyer}* _____,
a nonlawyer, located at *{street}* _____, *{city}* _____,
{state} _____, *{phone}* _____, helped *{name(s)}* _____,
who is (are) the petitioner(s), fill out this form.

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

Case No.: _____

THE FOLLOWING INFORMATION IS TRUE ABOUT CHILD # _____:

1. **Minor child's complete present name is:**

_____.

I/We request that 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 *{date}* _____, in *{city, county, state, country}*

_____.

_____.

4. 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

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

Check here if you are continuing these facts on an attached page.

6. [**one** only]

_____ The minor child is not married.

_____ The minor child is married to: *{full legal name}* _____.

7. [**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}*

_____.

PETITIONER(S) MUST INITIAL HERE _____

MINOR CHILD # _____, continued

8. Former names

[**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 _____
to _____ on {date} _____,
by {court, city, and state} _____.
A copy of the court order is attached.

The minor child's name previously was changed **by marriage** from _____
to _____ on {date} _____,
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

[**one** only]

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)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

11. Money Judgments

[**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 (have) been entered against him or her:

Date	Amount	Creditor	Court entering judgment and case number	<input checked="" type="checkbox"/> if Paid
_____	_____	_____	_____	<input type="checkbox"/>

PETITIONER(S) MUST INITIAL HERE _____

MINOR CHILD # _____, continued

_____ □

PETITIONER(S) MUST INITIAL HERE _____


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



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 divorce, **paternity**, 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 done as part of that case.

This form should be typed or printed in black ink. The petition should only be completed for one adult. If you wish to change the name(s) of another adult and/or child(ren), you should complete and file a Supplemental Form for Petition for Change of Name (Family) for each additional family member and file the supplemental form(s) as an attachment to the petition. **Be sure that the bottom of each child's supplemental form is initialed.** A copy of the fingerprints of each family member who is petitioning to have his or her name changed, taken by a law enforcement agency, must be attached to the petition. There may be a charge for the fingerprinting which you will have to pay. After completing this form, it should be signed before a **notary public** or **deputy clerk**. You should then **file** the original with the **clerk of the circuit court** in the county where you live and keep a copy for your records.

What should I do next?

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 **constructive service**. For more information about personal and constructive service, you should refer 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 **final hearing** date for the court to consider your request. 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 (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 **final judgment** 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 **order**. This officially changes your family's name. The clerk can provide you with **certified copies** of the signed order. There will be charges for the certified copies, and the clerk can tell you how much those charges are.


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 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 of the minor child(ren) named in this petition.** I/We have attached a completed supplemental
form for each minor child.

A copy of the fingerprints of each person seeking a name change in this petition, taken by a law enforcement
agency, is attached.

THE FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER

() HUSBAND () WIFE:

1. **My complete present name is:**

_____.

I 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

_____/_____ _____

_____ / _____	_____
_____ / _____	_____
_____ / _____	_____
_____ / _____	_____
_____ / _____	_____
_____ / _____	_____
_____ / _____	_____

Check here if you are continuing these facts on an attached page.

6. Family

[all that apply]

- _____ a. I am not married.
- _____ b. I am married. My spouse's full legal name is: _____.
- _____ c. I do not have child(ren).
- _____ d. 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

7. Former names

[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: _____
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

_____/_____
 _____/_____
 _____/_____
 _____/_____
 _____/_____
 _____/_____

Check here if you are continuing these facts on an attached page.

9. Business

[**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

[**one** only]

____ 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

_____/_____
 _____/_____
 _____/_____
 _____/_____
 _____/_____

Check here if you are continuing these facts on an attached page.

11. Education

I have graduated from the following school(s):

Degree
Received

Date of
Graduation

School

Check here if you are continuing these facts on an attached page.

12. **Criminal History**

[one only]

_____ 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:

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

Check here if you are continuing these facts on an attached page.

13. **Bankruptcy**

[one only]

_____ I have never been adjudicated bankrupt.

_____ I was adjudicated bankrupt on {date} _____, in {city} _____, {county} _____, {state} _____.

Check here if you have had additional bankruptcies, and explain on an attached page.

14. **Creditor(s)' Judgments**

[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 <input checked="" type="checkbox"/> if Paid
_____	_____	_____	_____ <input type="checkbox"/>
_____	_____	_____	_____ <input type="checkbox"/>
_____	_____	_____	_____ <input type="checkbox"/>
_____	_____	_____	_____ <input type="checkbox"/>

Check 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: _____

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 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]

I, *{full legal name and trade name of nonlawyer}* _____,
a nonlawyer, located at *{street}* _____, *{city}* _____,
{state} _____, *{phone}* _____, helped *{name}* _____,
who is the petitioner, fill out this form.

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

Case No.: _____

THE FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER

() HUSBAND () WIFE:

1. My complete present name is:

I 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
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____

Check here if you are continuing these facts on an attached page.

6. Family

[all that apply]

- _____ a. I am not married.
- _____ b. I am married. My spouse's full legal name is: _____.
- _____ c. I do not have child(ren).
- _____ d. 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
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

PETITIONER(S) MUST INITIAL HERE _____

PETITIONER # _____, continued

Check here if you are continuing these facts on an attached page.

7. **Former names**

[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: _____.

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
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____

Check here if you are continuing these facts on an attached page.

9. **Business**

[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**

[one only]

PETITIONER(S) MUST INITIAL HERE _____

PETITIONER # _____, continued

_____ 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
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____
_____/_____/_____	_____

Check here if you are continuing these facts on an attached page.

11. Education

I have graduated from the following school(s):

Degree Received	Date of Graduation	School
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

12. Criminal History

[one only]

_____ 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)
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

13. Bankruptcy

[one only]

_____ I have never been adjudicated bankrupt.

_____ I was adjudicated bankrupt on {date} _____, in {city} _____, {county} _____, {state} _____.

Check here if you have had additional bankruptcies, and explain on an attached page.

14. Creditors' Judgments

[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:

PETITIONER(S) MUST INITIAL HERE _____

PETITIONER # _____, continued

Date	Amount	Creditor	Court entering judgment and case number	√ if Paid
_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>
_____	_____	_____	_____	<input type="checkbox"/>

Check 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: _____

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 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]

I, {full legal name and trade name of nonlawyer} _____,
a nonlawyer, located at {street} _____, {city} _____,
{state} _____, {phone} _____, helped {name} _____,
who is the petitioner, fill out this form.

PETITIONER(S) MUST INITIAL HERE _____

PETITIONER # _____, continued

PETITIONER(S) MUST INITIAL HERE _____

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

Case No.: _____

THE FOLLOWING INFORMATION IS TRUE ABOUT MINOR CHILD # _____ :

1. **Minor child's complete present name is:**

I/We request that 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 _____, in *{city, county, state, country}* _____

4. 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

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

_____/_____

Check here if continuing these facts on an attached page.

6. [**one** only]

_____ The minor child is not married

_____ The minor child is married to: *{full legal name}* _____

7. [**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}*

8. **Former names**

[**all** that apply]

_____ The minor child's name has never been changed **by court order**.

_____ The minor child's name previously was changed **by court order** from _____

to _____ on *{date}* _____

by *{court, city, and state}* _____

A copy of the court order is attached.

PETITIONER(S) MUST INITIAL HERE _____

MINOR CHILD # _____, continued

_____ The minor child's name previously was changed by marriage from _____
to _____ on {date} _____,
in {city, county, and state} _____.

_____ 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**

[one only]

_____ 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)
_____	_____	_____
_____	_____	_____
_____	_____	_____

Check here if you are continuing these facts on an attached page.

11. **Money Judgments**

[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	<input checked="" type="checkbox"/> if Paid
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

PETITIONER(S) MUST INITIAL HERE _____