

YAVAPAI COUNTY
Self-Service Center

NAME CHANGE FOR A FAMILY

CHECKLIST

You may use this packet if . . .

- ✓ You are a resident of the county in which you are filing this request.
- ✓ You want to ask the Court to change the name of your family (yourself and/or your spouse and/or minor children), **AND**
- ✓ You are either the husband/father or wife/mother of that family.
- ✓ You are prepared, under penalty of perjury, to inform the Court whether any adult included on this application *has ever been convicted of a felony*, and *whether there are any pending charges for a felony or other offense* involving false statements or misrepresentation of identity, **AND**
- ✓ You understand a change of name will *neither* harm the rights of anyone included on this application *nor* release anyone included on this application from any obligations or liabilities incurred under a current or previous name.
- ✓ You are not changing your name or that of any other person included on this application to that of another person for the purpose of committing any crime or furthering any offense involving fraud or misrepresentation of identity.

DO NOT USE THESE FORMS TO:

- ✗ **ADD A FATHER'S NAME TO BIRTH CERTIFICATES OR TO ESTABLISH PATERNITY, OR**
- ✗ **CHANGE YOUR NAME BECAUSE YOU GOT MARRIED**

NOTE: You do not need to request a name change through the Court if you get married and want to use your spouse's last name. For information about name changes that can be obtained without going to court, such as to correct a birth certificate within five years of birth, visit the web site of the Arizona Office of Vital Records, at: <http://www.hs.state.az.us/vitalrcd>

The Arizona Office of Vital Records located at 1818 W. Adams, Phoenix, AZ 85007 is open between 8:00 a.m. and 4:00 p.m., Monday through Friday. **Free covered parking** is available one block east on 18th Avenue, between Van Buren and Adams Streets. You may also telephone Vital Records at 602/364-1300, but you may experience lengthy hold times.

READ ME: It is strongly advised that you consult a lawyer if you have any questions about this process. Consulting a lawyer before filing documents with the court may help prevent unexpected results.