

GETTING A COURT ORDER FOR NAME CHANGE HARDIN COUNTY

What to File:

- You will need:
- 1) Completed Application for Change of Name
(Adults: Forms 21.0, 21.1, 21.5)
(Minors: Forms 21.2, 21.3, 21.4, 21.5)
 - 2) Driver's License or State ID;
 - 3) Certified documentary proof relating to any prior changes in the Applicant's name, if applicable (ex. marriage certificate changing last name);
 - 4) Certified copy of birth certificate; and
 - 5) \$150.00 filing fee.

Note: An applicant for change of name must have lived in Hardin County for at least one continuous year at the time of the application. The applicant need not present proof of residency. However, the applicant must sign the Application for Change of Name, which includes a statement that the applicant has lived in the county for at least one year immediately prior to filing the application.

Note: The Hardin County Probate Court does not grant fee waivers for name changes. Equitas Health and TransOhio are currently working to secure financial assistance for those who need help with fees.

Where to File:

File in person at the Hardin County Probate Court, located at 1 Courthouse Sq., Suite 210, Kenton, OH 43326, (419) 674-2230.

Fees:

\$150.00 filing fee by cash or certified check made payable to Hardin County Probate Court.

Tips for Filing:

- Use your full middle name instead of your middle initial.
- Your application may be typed or handwritten in blue or black ink. If handwriting, make sure it is legible.

Publication:

Notice of your name change application must be published one time **at least 30 days before** your hearing in the Kenton Times. The court will send the required information to the paper on the applicant's behalf, and the cost for this service will be about \$20.00.

Hearing:

Hardin County Probate Court, 1 Courthouse Sq., Suite 210, Kenton, OH 43326, (419) 674-2230.

The materials available at this form or web site are for informational purposes only and not for the purpose of providing legal advice. You should contact your attorney or call the probate court to obtain advice with respect to any particular issue or problem.