

GETTING A COURT ORDER FOR NAME CHANGE ROSS COUNTY

What to File:

- You will need:
- 1) Completed Application for Change of Name
(Adults: Forms 21.0, 21.1, 21.5, name change application information, name change supplemental affidavit)
(Minors: Forms 21.2, 21.3, 21.4, 21.5, 21.6 (if applicable), name change application information, name change supplemental affidavit)
 - 2) Certified copy of birth certificate; and
 - 3) \$99.00 filing fee.

Note: An applicant for change of name must have lived in Ross 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 Ross 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 Ross County Probate Court, located at 2 N. Paint St., Suite A, Chillicothe, OH, 45601, (740) 774-1179.

Fees:

\$99.00 filing fee by cash or check made payable to Ross County Probate Court.

Tips for Filing:

- Use your full middle name instead of your middle initial.
- Your application **must be typed** and signed in blue ink.

Publication:

Notice of your name change application must be published **at least 30 days before** your hearing in the Chillicothe Gazette. This will cost about \$70.00.

Hearing:

Ross County Probate Court, 2 N. Paint St., Suite A, Chillicothe, OH, 45601, (740) 774-1179.

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.