

GETTING A COURT ORDER FOR NAME CHANGE UNION COUNTY

What to File:

- You will need:
1. Completed Application for Change of Name: PICK UP OFFICIAL FORMS FROM THE COURT (\$3.00 per packet)
(Forms Adults: 21.0, 21.1, 21.5, supplemental affidavit)
(Forms Minors: 21.2, 21.3, 21.4, 21.5, supplemental affidavit)
 2. Certified copy of birth certificate; and
 3. \$52.00 filing fee.

Note: No form of identification other than a birth certificate is necessary. However, to streamline the process, we recommend you bring a form of photo identification, such as a driver's license or state identification card.

Note: An applicant for change of name must have lived in Union county for at least one continuous year before filing. Proof of residency is not required; 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.

Where to File:

You should file in person at the Union County Probate Court, located at 215 W. 5th St., Marysville, OH 43040, (937) 645-3029.

Fees:

\$52.00 filing fee. You may pay with cash, check, or money order. Make check or money order payable to Union County Probate Court.

Tips for Filing:

- Use your full middle name instead of your middle initial.
- The application forms can 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 Marysville Journal-Tribune. Publication will cost \$37.60, payable by cash, check, or money order.

Hearing:

Union County Probate Court, 215 W 5th St., Marysville, OH 43040, (937) 645-3029.

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.