

GETTING A COURT ORDER FOR NAME CHANGE SANDUSKY 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) Certified copy of birth certificate; and
 - 3) \$90.00 Filing fee.

Note: An applicant for change of name must have lived in Sandusky County for at least a 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 Sandusky 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 Sandusky County Probate Court, located at 100 N. Park Ave., Suite 225, Fremont, OH 43420, (419) 334-6211.

Fees:

\$90.00 filing fee payable by cash or check made out to Sandusky County Probate Court.

Tips for Filing:

- Use your full middle name instead of your middle initial.
- The application **must be typed**.

Publication:

Notice of your name change application must be published one time **at least 30 days before** your hearing in the News Messenger. The court will provide you with all the necessary paperwork to take to the paper, and the cost for publication will be about \$45.00. Once publication is complete, you must obtain proof of publication from the paper and submit it to the court on or before your hearing date. Due to the short time-frame, we recommend you visit the newspaper immediately after filing your application with the court.

Hearing:

Sandusky County Probate Court, 100 N. Park Ave., Suite 225, Fremont, OH 43420, (419) 334-6211.

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.