

INSTRUCTIONS FOR CHANGE OF NAME (ADULT)

General information:

- You must be a resident of Jefferson County, Alabama. If you are a resident of another county/state you must seek the name change in the county/state of residence.
- All adult name changes are set for hearing. Authorization of a background check is included in the petition.
- Cost may vary: (Fee \$65.00-80.00) to be determined by number of copies made. (CASH OR MONEY ORDER ONLY)
- **THE FOLLOWING IDENTIFICATION IS REQUIRED UPON FILING A PETITION:**
 - ALABAMA DRIVERS LICENSE OR PHOTO I.D.
 - BIRTH CERTIFICATE
 - SUPPORTING MARRIAGE AND/OR DIVORCE DOCUMENTS
 - TWO (2) PROOFS OF JEFFERSON COUNTY RESIDENCY i.e. current utility bill, voter registration, deed, mortgage, tax card, etc.

Instructions:

1. Complete forms in **BLACK INK ONLY**. Do not mark through or use liquid paper on the forms. Please write your name LEGIBLY in all appropriate areas on these two forms.
2. Please notify the clerk if you have had your name changed previously in Jefferson County Probate Court whether it was in Birmingham OR in Bessemer.
3. This form does not require an attorney to file. However, clerks are NOT allowed to assist you in completing the form. (If you have **not** hired an attorney to help you complete this form, please leave "Attorney for Petitioner" part BLANK.)
4. The petition must be notarized prior to submission to the probate office. We do not provide notary services.
5. PETITIONER refers to your FULL PRESENT LEGAL NAME (or the name you're changing FROM). Please sign your **FULL PRESENT LEGAL NAME** (or the name you're changing FROM) as **PETITIONER** and have that same signature notarized. DO NOT sign in the notary section in any other name than your PRESENT LEGAL NAME (or the name you are changing FROM). Use **FULL NAMES. NO INITIALS**
6. Be sure to give your COMPLETE PHYSICAL ADDRESS. NO POST OFFICE BOX addresses will be accepted.
7. Bring the completed, signed AND notarized forms to the appropriate probate division office.

PLEASE FILE YOUR PETITION IN THE APPROPRIATE DIVISION:

BIRMINGHAM DIVISION RESIDENTS:
JEFFERSON COUNTY PROBATE COURT
716 RICHARD ARRINGTON JR. BLVD. N
BIRMINGHAM, ALABAMA 35203

BESSEMER DIVISION RESIDENTS:
JEFFERSON COUNTY PROBATE COURT
1801 3RD AVENUE N
BESSEMER, ALABAMA 35020

PETITION FOR CHANGE OF NAME

TO: HONORABLE ALAN L. KING, JUDGE OF PROBATE and HONORABLE SHERRI C. FRIDAY,
JUDGE OF PROBATE:

NOW COMES, _____, whose date of birth is
____/____/____ whose Driver's License/Non-Driver's License ID number is _____
from the State of _____ and Social Security number is _____
and respectfully shows to the Court that he/she is over the age of nineteen years and is a bona fide resident
of Jefferson County, State of Alabama, whose address is:

(Street address only; no P.O. boxes) City State Zip

WHEREFORE, in accord with the statues of the State of Alabama, the petitioner files this
declaration in writing, signed by him/her, requesting his/her name be changed as follows: **(Choose one)**

1) **(Name on birth record, if never married)**
Name changed from: _____
To: _____, due to the following reason(s):

_____;

OR:

2) **(Married Name)**
Name changed from: _____
To: _____, due to the following reason(s):

_____;

OR:

3) **(Other Reason)**
Name changed from: _____
To: _____, due to the following reason(s):

_____.

Your petitioner further states and declares under penalty of perjury under the laws of the State of Alabama: that the foregoing is true and correct:

Initial each correct statement:

- _____ That a true and correct copy of my birth certificate has been filed along with this petition;
- _____ That he/she has never been convicted as a Criminal Sex Offender; as provided by Act 98-489;
- _____ That he/she is not currently a party to any judicial proceeding in any court in any jurisdiction;
- _____ That he/she is not currently a defendant to any criminal charge;
- _____ That he/she is not attempting to avoid payment of any debt or judgment of debt;
- _____ That he/she is not attempting to commit fraud in any manner whatsoever;
- _____ That he/she has never been convicted of any felony or crime involving moral turpitude;
- _____ That he/she authorizes a criminal background check prior to the name change being granted;

Your petitioner prays that the Court will make such order in the premises as may be proper to change his/her name as prayed.

DATED: _____

Petitioners Signature
Address: _____

Home Phone # (205) _____

Work/Cell Phone # (205) _____

NOTARY ACKNOWLEDGEMENT

STATE OF ALABAMA
JEFFERSON COUNTY

I, _____, a Notary Public in and for said County, in said State, hereby certify that _____ whose name is signed to the foregoing NAME CHANGE PETITION and who is known to me, acknowledged before me, on this day, that, being informed of the contents of this conveyance, he/she, has executed the same voluntarily, on the day the same bears date.

Given under my hand, this the _____ day of _____, 20____.

Notary Public
My commission expires: _____