

Name Changes

This pamphlet has been prepared as a public service to provide an understanding of the name change process. It is an overview and should not be considered as a legal reference.

Robert G. Montgomery, Judge

FRANKLIN COUNTY
COURT OF COMMON PLEAS
PROBATE DIVISION



**Franklin County
Probate Court**

HOURS

Monday - Friday: 8:00 a.m. - 5:00 p.m.
(Cashier closes at 4:30 p.m.)

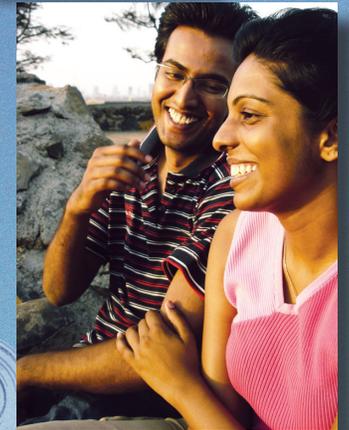
GENERAL INFORMATION

614-525-3894

ADDITIONAL INFORMATION

www.franklincountyohio.gov/probate

Robert G. Montgomery, Judge Name Changes



**Franklin County
Probate Court**

Name Changes

Who may apply?

If you've been a Franklin County resident for at least one year, you can apply for a name change for yourself or for your minor child.

How do I apply for a name change?

Applicants must appear in court with picture identification. Our deputy clerks will give you the appropriate forms to fill out, or the forms can be downloaded from the court's website at www.franklincountyohio.gov/probate. Once you have filled out the forms, you will pay for the application at the cashier window. After that, the application will be set for hearing approximately 45 days from the application date.

The applicant must publish notice of the application in a local newspaper of general circulation 30 days prior to the hearing date.

Two newspapers that can be used for publishing notice of the hearing are:

The Daily Reporter
580 S. High St., 3rd Floor
Columbus, OH 43215
614-224-4835

The Columbus Dispatch
34 S. Third St.
Columbus, OH 43215
614-461-5019

What about a minor name change?

In addition to the steps outlined above, the applicant must bring a certified copy of the child's birth

certificate. The applicant for the name change of a minor must obtain the consent of the minor's parents. If consent has not been given, a notice of hearing must be given to the non-consenting parents. Notice is usually given by certified mail, available at any local post office, and the green certified mail return receipt must be filed with the court. Consent must be obtained or notice given to anyone who could be considered a parent of the child.



How much does it cost?

The cost for a name change is \$108 CASH ONLY. The applicant also will have to pay the cost of publishing the notice of hearing in a local newspaper. That cost will vary depending on which newspaper the applicant uses.

What can I expect at the hearing?

The magistrate will question the applicant and witnesses and review the information in the case file before rendering his or her decision.

If the name change is for a minor, the magistrate also will determine if both parents have consented to it. The consent of both parents is not always necessary for approval, but a magistrate will decide, after reviewing all the facts, if the name change is in the minor's best interest and is reasonable and proper.

Who should be notified of the name change?

The applicant should make a list of all the creditors, agencies, schools, financial institutions, employers, and government offices that need to be notified of the new name. Making a thorough list and then notifying everyone on the list helps ensure that everyone is informed of the name change.

If the applicant was born in Ohio, and if the approved name change is substantially different from the name that is on the applicant's birth certificate or is for a minor, notice should be given to the Ohio Department of Health, Division of Vital Statistics.

How do I notify others of the name change?

Sending a certified copy of the entry changing the name should be sufficient for most institutions. The court will provide the applicant four certified copies of the entry changing the name to be sent to various agencies. Additional certified copies cost \$1 each.

Can I get the name on the birth certificate changed?

The name change entry from this court does not change an Ohio birth certificate. However, the name change entry does become part of the person's birth records if they were born in Ohio.

