



Instructions for filing a Petition for Name Change

What is a Petition for Name Change?

A Petition for Name Change is the official form needed to obtain a legal name change in Kentucky. This is a short document that must be completed and filed with the Circuit Court Clerk in the county you reside in. Information required to fill out the form includes your birth name, the desired new name, birthdate, place of birth, and the reason for the desired name change. The form must be typed, not hand-written.

Are there other documents that must be filed with a Petition for Name Change?

In Warren County there are additional documents that must be filled out and filed with the Circuit Court Clerk. These documents are **not** available online and must be obtained at the Warren County Justice Center. If you are filing in another county, this protocol may be different. Contact the Circuit Court Clerk in the county you plan to file in for information regarding additional documents that must be filed with a petition for name change,

Do I have to be present in Court?

If you have a valid photo ID you will not have to schedule a court date, you may simply file the paperwork with the clerk. If you do not have a valid photo ID a court date will need to be set.



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What reasons for changing my name are acceptable?

In the state of Kentucky you can change your name for almost any reason, as long as the court deems you are not changing your name in an attempt to commit fraud. Here are some examples of reasons you can list on your form:

- You dislike your current name
- You would like your name match your gender identity.
- Changing your name following a divorce
- Religious reasons
- Couples choosing a new surname or hyphenating their surnames.
- Political Statement

How do I file the Petition for Name Change?

You must fill out the form and then take the form to the Office of the Circuit Court Clerk within the county you reside. Do not sign the form beforehand, as it must be signed in front of the clerk. You will then submit the form to them. You will also need to bring a valid photo ID if you have one. There will be a filing fee. This fee varies from county to county. In Warren County it is \$83.50.



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What happens after I submit the Petition?

A Judge will then review your Petition for Name Change. A Petition is a legal request brought to the Court and as such there is no guarantee that it will be approved by the reviewing Judge.

What happens if the Judge approves my Petition?

if the Judge approves your Petition for Name Change they will then give you a Decree of Name Change. Ask for several certified copies of the Decree. This is your proof that your name change is legal. You will present this Decree to other government bodies in order to get a new Social Security Card, Birth Certificate, and Photo ID/Driver's License.

I have my Decree of Name Change. What now?

Take the Decree of Name Change to the Social Security Office for a new Social Security Card. Then, take the decree to the local driver's licensing office for a new ID. Finally you will need to contact the vital records office in your state to get a new Birth Certificate. Once you have these updated, you can seek an updated passport or other documents.



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Accessing the Petition for Name Change Form

Visit www.kycourts.gov. Select the menu option titled "Legal Forms". Use the search bar to locate the form titled "Petition for Name Change". Select the language you would like the form to be in and the form should then open in a new tab.

OR

Visit our website, www.wku.edu/slec/. Under the menu option titled "Resources" will be a page titled "Legal Resources for Students". Visit this page and under the heading "Name Change Information" will be a link to the Petition for Name Change form.

Questions?

Please reach out to the WKU Student Legal Education Center with any questions or concerns you have.

Email: wkusls@wku.edu

Phone: 270-745-4668

You may also stop by our office located in Cherry Hall, Room 321.