

INSTRUCTIONS FOR CHANGE OF NAME

IMPORTANT

**AN ACTION FOR CHANGE OF NAME MAY ONLY BE FILED
IN THE COUNTY IN WHICH YOU CURRENTLY RESIDE.**

1. Read the instructions carefully. Complete all of the forms in the packet. Type or print clearly.
2. The petition should be completed in its entirety, signed and notarized. Do not leave blank spaces. If a question or statement does not apply to you, put n/a (not applicable.)
3. Make one set of copies once you have completed the forms. Keep those copies for your records at home.
4. Bring the original documents to the Clerk of the Court to be filed. There will be a filing fee required at the time of filing. You may contact the Clerk's office to obtain the current fee for this action.

St. Lucie County Clerk of the Circuit Court
Family Relations Division
201 S Indian River Drive
Fort Pierce, FL 34950
(772) 462-6910
5. Along with your documents, bring two (2) stamped envelopes to be placed in your court file.
6. Once your documents are filed and given a case number, the file will be forwarded to the Self Help Case Manager to be reviewed and set for hearing. You will receive an order scheduling the time and date for hearing in the mail. Please allow four (4) weeks for the order scheduling to arrive after you have submitted your documents.
7. Arrive at your hearing approximately fifteen (15) minutes early. Please dress appropriately.
8. If your change of name request is granted, the court will give you a copy of the final judgment signed by the judge in court. You may need certified copies for the Social Security office or Driver's License office. You may obtain certified copies from the Clerk of the Court 2 days following your hearing. There is a charge of \$1.00 per page and \$2.00 to certify the document.