

# CHECKLIST FOR NAME CHANGE OF A MINOR CHILD OR CHILDREN

Case No.: \_\_\_\_\_  
Judge's Name: \_\_\_\_\_

Check (✓)

When Completed:  
Form:

Date  
Filed

|       |   |       |
|-------|---|-------|
| _____ | Petition for Name Change of a Minor Child or Children                             | _____ |
| _____ | Name Change Hearing Date Set  |       |
|       | Date of Name Change Hearing: _____  |       |
|       | Time of Name Change Hearing: _____  |       |
| _____ | Legal Notice Provided to Newspaper  |       |
|       | Affidavit of Publication Prepared and Filed by Newspaper                          | _____ |
| _____ | Consent   | _____ |
| _____ | Notice to Parent<br>(Must be mailed within 5 days after publication in newspaper) | _____ |
| _____ | Decree(s) for Name Change of a Minor  | _____ |
| _____ | Instructions for Minor Child(ren) Name Change Hearing                             |       |
| _____ | Obtain Certified Copy of Decree(s) for Name Change of a Minor                     |       |