

# MINOR NAME CHANGE INFORMATION SHEET

MASON COUNTY DISTRICT COURT  
419 N. 4<sup>th</sup> St., 1<sup>st</sup> Floor  
Shelton, WA. 98584  
Telephone (360) 427-9670 ext. 339

## **INTRODUCTION**

A parent or legal guardian of a minor child can petition the Court to change the name of that minor child or ward. The Court must find that such a change of name is in the best interest of the minor child or ward to grant such a petition.

A person cannot change one's name to avoid family responsibilities, to evade creditors, to aid a fugitive from justice, to avoid paying taxes, to intentionally injure or embarrass another person, or to unfairly compete in business or a profession.

## **WHERE TO FILE**

Any person desiring a change of the person's name or that of the person's child or and individual subject to guardianship for whom the person has been appointed as guardian, may apply therefor to the district court of any judicial district in the state, by petition setting forth the desire for such change.

**Per RCW 4.24.130 –**

**(5)(a) Name change Petitions may be filed and shall be heard in any superior court in the state:**

**(i) When a person desiring a change of the person's name:**

**(A) Is an emancipated minor under chapter 13.64 RCW; or**

**(B) Has received asylum, refugee, or special immigrant juvenile status; or**

**(ii) If the reason for the person's name change, or the name change of the person's child or of an individual subject to guardianship for whom the person has been appointed as guardian, is:**

**(A) Related to gender expression or identity as defined in RCW 49.60.040; or**

**(B) Due to an experience of or reasonable fear of domestic violence, stalking, unlawful harassment, or coercive control as those terms are defined in RCW 7.105.010.**

**(b) When a person for whom a name change is sought is a child named in a proceeding under title 13 or 74 RCW in which the court has exercised original, exclusive jurisdiction, the juvenile court has jurisdiction to either adjudicated a name change petition or grant concurrent jurisdiction to another court to hear the petition....**

**\*\*IF YOU FILE IN DISTRICT COURT YOUR NAME CHANGE IS PUBLIC RECORD\*\***

You can obtain the instructions and Petition at the District Court clerk's office or on the internet at <https://masoncountywa.gov/forms/district-court/index.php>

Mason County District Court's hours are 8:30 a.m. until 4:30 p.m., Monday through Friday.

## **WHAT TO FILE**

If the person whose name is to be changed is ***UNDER 18 YEARS OF AGE***:

You must:

- ☐ Present the minor's birth certificate to the clerk when filing for the name change.
- ☐ Present a piece of identification of the petitioner(s) containing a photograph and signature.
- ☐ File a completed Petition for Name Change with *signatures of both parents*.

**or**

File any court order determining which parent (or both) has been granted name change decision making authority.

- ☐ File a copy of the court order that places the custody of the minor child with the petitioner; and
- ☐ Pay a filing fee of \$306.50 (See cost breakdown under COSTS section)

All the forms required are available from the District Court Clerk.

## **IF THE MINOR IS A PERSON CURRENTLY UNDER JURISDICTION OF THE DEPARTMENT OF CORRECTIONS**

If the person whose name is to be changed has been convicted of a felony crime, and is under the supervision of the state Department of Corrections, the Court will not grant the petition unless you prove that you have submitted a copy of the petition to the DOC at five (5) days before the hearing, and the Court finds that the name change will not interfere with legitimate penological interests. (RCW 4.24.130(2))

Your hearing will be set at least five after completion of filing on a date set by the Clerk., to allow ample time for submission of the Petition to the DOC.

You must file an Affidavit of Service, including any proof of mailing, with the court on your hearing date.

## **IF THE MINOR IS REQUIRED TO REGISTER AS A SEX OFFENDER**

If the person whose name is to be changed is required to register as a sex offender with state and local law enforcement, the Court will not grant the petition to change that person's name unless it is proven that a copy of the petition has been submitted to both the Lewis County Sheriff's Office and the Washington State Patrol and that the changing of the name does not interfere with legitimate law enforcement interests.

Your hearing will be at least day after completion of filing, to allow ample time for submission of the Petition to the Mason County Sheriff's Office and the Washington State Patrol.

You must file an Affidavit of Service, including any proof of mailing, with the court on your hearing date.

## **COSTS**

Total cost for filing a Petition for Name Change is \$ 306.50:

\$83.00 - file fee  
\$10.00 - Administrative fee  
\$10.00 - 2 Certified Copy of Order \*(one for Auditor filing and 1 for Petitioner)  
\$203.50 - Recording Fee for County Auditor (1<sup>st</sup> page - add 1.00 for each additional page)  
\*If you would like additional certified copies of the order, you may purchase them for \$5 each

## **HEARINGS AND COURTROOM PROCEDURES**

### **All persons whose names are to be changed must be present at the hearing.**

When you file your Petition for Name Change, the Clerk will assign you a hearing date and provide you with a hearing notice containing the date and time.

If the Judge allows the name change, you will report to the Clerk's counter, pay any additional fees, and receive the certified copy.

## **Required Notification to Other Agencies**

- ☐ If the person whose name has been changed was born in the State of Washington, the Department of Vital Records requires notice of the order changing the person's name. You must mail a certified copy to: Washington Department of Vital Records, PO Box 9709 ET-14, Olympia, WA. 98504-9709. It is suggested that you request a copy of the birth certificate reflecting the name change. This will require a check for \$20.00 and a self-addressed stamped envelope.

If you are merely reverting to a maiden name after a divorce, there is no need to change your name with the Department of Vital Records.

- ☐ The Social Security Administration requires you to provide them with a certified copy of the order changing your name.
- ☐ If the person whose name has been changed holds a driver's license, the Department of Licensing requires a certified copy of the court order be shown to them in order to issue a new drivers' license.
- ☐ If the person whose name is changed is required to register as a sex offender, then a copy of the order must be provided to the sheriff's office of the county of residence and the Washington State Patrol within five (5) days of the date of the entry of the order.

**IN THE DISTRICT COURT OF THE STATE OF WASHINGTON  
FOR MASON COUNTY**

**In re the Matter of the Change of Name  
of the Minor Child**

\_\_\_\_\_  
(Current Name of Child)

\_\_\_\_\_  
Petitioner(s).

**Cause No.** \_\_\_\_\_

**PETITION FOR CHANGE OF  
NAME OF MINOR CHILD**

**Hearing date:** \_\_\_\_\_

**Hearing time:** \_\_\_\_\_

**Location: 419 N. 4<sup>th</sup> St., Shelton, WA. 98584**

**Courtroom:** \_\_\_\_\_

Petitioner does not seek this name change to defraud or mislead any person. Petitioner declares further: (check all boxes that pertain to you)

I am the Petitioner. I am a ☐ parent or ☐ guardian of Minor Child. \*

\*Attach Court Administrative order appointing as guardian.

Minor Child's Current Legal Name. Minor Child's current full legal name is –

CURRENT FIRST NAME

CURRENT MIDDLE NAME

CURRENT LAST NAME

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Minor Child's New Name. I request Minor Child's legal name be changed by the Court to the following name –

NEW FIRST NAME

NEW MIDDLE NAME

NEW LAST NAME

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This application is made for the following reasons. **Include reasons why the requested name change will promote the minor's best interests.**

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(continue to page 2)

☐

Minor is currently under the jurisdiction of the Department of Corrections (DOC) and will submit a copy of the Petition for Name Change to DOC at least five (5) days prior to this hearing.

Minor is subject to registration requirements as a sex offender and will submit a copy of this application to the sheriff of petitioner's county of residence and to the Washington State Patrol at least five (5) days prior to this hearing.

The minor's birth certificate is presented at the time of the filing of this petition.

Minor's age is \_\_\_\_\_ Years

Not Fraudulent. This Petition is not made for any fraudulent purpose.

The Rights of Others. Minor Child's new name will not infringe upon the rights of others.

There is no other Family law or other proceedings granting joint decision making of the minor child's name.

Other names used by the minor are: \_\_\_\_\_.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing statements in this petition are true and correct and that I have checked all boxes that pertain to the named minor.

Signed at \_\_\_\_\_, on \_\_\_\_\_  
(City and State) (Date)

\_\_\_\_\_  
(Print Petitioner's Name)

\_\_\_\_\_  
(Petitioner's Signature)

\_\_\_\_\_  
(Print Petitioner's Name)

\_\_\_\_\_  
(Petitioner's Signature)

**Any persons whose names are to be changed must be present in person at the hearing.**

**Return To: (Name and Address)**

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**District Court of Washington for Mason County**

**In the Matter of the Change of Name of:**

\_\_\_\_\_  
Minor Child,

\_\_\_\_\_  
Parent/Guardian,

**No.** \_\_\_\_\_

**Order Changing Minor's Name  
(Parent or Guardian Petitioner)**

THIS MATTER coming on regularly for hearing before the undersigned Judge of the above-entitled Court upon the Petitioner's request pursuant to RCW 4.24.130 for an Order Changing Minor Child's Name; it appearing to the Court that the Petitioner is a parent or guardian of the Minor Child for purposes of this name change; the Court finding that the statements made in the Petition and in open Court, if any, are true; that the change of Minor Child's name is not for any fraudulent purpose and does not infringe upon the rights of any third party; and that the change of the Minor Child's name is in his/her best interest; Now, therefore, it is hereby

ORDERED, ADJUDGED and DECREED that the Petition is approved pursuant to RCW 4.24.130, and the Minor Child's name is changed for all intents and purposes as follows:

**FORMER NAME (As shown on Birth Certificate)**

First Name	Middle Name	Last Name

**NEW NAME**

First Name	Middle Name	Last Name

DATED this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
JUDGE