

PACKET #6

PETITION FOR NAME CHANGE (CHILD(REN))

The Petition for Name Change (Child(ren)) is possible for name change when:

1. The parents or legal guardians want the Court to change the name of their minor child(ren).
2. The child whose name is to be changed must be less than 18 years of age.
3. This form is not to be used in connection with an adoption or paternity action. (If you want to change the name of your child(ren) because of an adoption or paternity action that is not yet final, the change of name should be done as part of that case.)
4. If you wish to change the name for more than one child, you must file a Supplemental Form for Petition for Name Change for each child.
5. **Unless you are seeking to restore a former name, each adult petitioner(s)'s fingerprints must be submitted for a state and national criminal history records check.** The fingerprints must be taken in a manner approved by the Department of Law Enforcement. The fingerprints must be submitted to the Department of Law Enforcement for a state and national criminal history records check. **The Petitioner(s) may not request a hearing on the Petition until the copy of the fingerprints are filed and the clerk of court has received the results of the criminal history records check.** The clerk of court can instruct you on the process for having the fingerprints taken and submitted, including information on law enforcement agencies or service providers authorized to submit fingerprints electronically to the Department of Law Enforcement. The process may take several weeks and the parent or guardian of the minor must pay the cost of processing the fingerprints and conducting the state and national history records check.
6. You must file this Petition in the county in which you and the child(ren) reside.

This packet has been designed to provide forms and instructions approved by the Florida Supreme Court to individuals who have chosen to represent themselves. This packet contains most, but possibly not all of the forms and instructions you may need to represent yourself. You may find all Supreme Court approved forms on the Internet at www.flcourts.org, or at your local law library. If you do not understand the forms or your legal rights or obligations, you should consult with an attorney.

It is **your responsibility to read and understand this entire packet before proceeding further.** After you have read and understand the instructions, and after you have filed the appropriate forms, contact the Family Division Self-Help Office by filing a **FORM A** to obtain a court date. Use of these forms does not constitute representation by courthouse personnel. Courthouse personnel **cannot** give you legal advice nor can they help you

complete these forms. The forms contained in this packet and the directions provided are simplified to meet the general needs of the majority of pro se litigants. This packet may not have the forms necessary for every case, and this information booklet may not address every party's particular situation. The directions given are only basic guidance for completing the forms. They are not explanations of all rights and duties associated with family law practice.

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NO REFUNDS