# PACKET #11

## Forms Associated With Florida Supreme Court Forms For Filing A Petition for Name Change Minor Child



## EIGHTH JUDICIAL CIRCUIT

THINGS TO DO AFTER FORMS ARE COMPLETE:

- Make 2 sets of copies, one for you and one for the respondent (the opposing party), if any
- File the original documents with the Clerkøs Office in Room 208 at the Union County Court House

OR

- E-file the documents on the eportal at <u>www.myflcourtaccess.com</u>
- Optional: prior to filing, you may take the COMPLETED forms to the FAMILY COURT SELF HELP COORDINATOR appointment can be made by calling 352-374-3665, leave a message and they will return your call.

## FEES

Filing Feeí í \$400.00 fee

Summonsí í \$ 10.00 to issue (Fees paid to Sheriff for service of process are separate \$40.00) Copies í í í \$ 1.00 per page

## **PAYMENT OPTIONS**

The Clerk accepts payments in cash, personal check, cashierøs check and money order payable to the Clerk of Court. The Clerk also accepts Visa, MasterCard, Discover and American Express which requires an additional 3.5% processing fee.

## INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.982(c) PETITION FOR CHANGE OF NAME (MINOR CHILD(REN)) (09/16)

#### When should this form be used?

This form should be used when parents want the court to change the name of their minor child(ren). For the purposes of this proceeding, a person under the age of 18 is a minor. This form is not to be used in connection with an adoption, dissolution of marriage, or **paternity** <u>action</u>. If you want a change of name for your child(ren) because of an adoption or paternity action that is not yet final, the change of name should be requested as part of that case.

This form should be typed or printed in black ink and must be signed before a notary public or deputy clerk. You should file the original with the clerk of the circuit court, in the county where you live and keep a copy for your records. The <u>Petition</u> should only be completed by one Petitioner for one child. If you wish to change the name of more than one child or if there is more than one Petitioner, you should complete and file a Supplemental Form for Petition for Change of Name (Minor Child) for each child and/or a Supplemental Form for Petition for Change of Name. The supplemental form(s) is an attachment to the petition. Be sure that the bottom of each page of each supplemental form is initialed by the petitioner(s).

#### What should I do next?

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. Please note that the state and national criminal records check must indicate whether you have registered as either a sexual predator or a sexual offender and you must also indicate on this petition whether you have ever been required to register as a sexual predator under section 775.21, Florida Statutes, or as a sexual offender under section 943.0435, Florida Statutes.

If **both** parents agree to the change of name and live in the county where the change of name is

sought, you may both file as **petitioners**. In this situation, <u>service</u> is not necessary, and you need only to set a **hearing**. You should ask the clerk of court, **family law intake staff**, or **judicial** <u>assistant</u> about the local procedure for setting a hearing.

If only one parent is a resident of the county where the change of name(s) is sought **or** only one parent asks for the child(ren)'s name(s) to be changed, the other parent must be notified and his or her consent obtained, if possible. If the other parent consents to the change of name, a **Consent for Change of Name (Minor Child(ren))**, Florida Supreme Court Approved Family Law Form 12.982(d), should be filed.

If the other parent does not consent to the change of name, you may still have a hearing on the petition **if** you have properly notified the other parent about your petition and the hearing. If you know where he or she lives, you must use **personal service**. If you absolutely do not know where he or she lives, you may use **constructive service**. For more information about personal and constructive service, you should refer [to] the **"General Instructions for Self-Represented Litigants"** found at the beginning of these forms and the instructions to Florida Family Law Rules of Procedure Forms 12.910(a) and 12.913(b) and Florida Supreme Court Approved Family Law Form 12.913(a). However, the law regarding constructive service is very complex and you may wish to consult an attorney regarding that issue.

Next, you must obtain a **final hearing** date for the court to consider your request. If you are seeking to restore a former name, a hearing on the petition MAY be held immediately after the petition is filed. The final hearing on any other petition for a name change may be held immediately after the clerk of court receives the results of your criminal history records check. You should ask the clerk of court, family law intake staff, or judicial assistant about the local procedure for setting a hearing. You may be required to attend the hearing. Included in these forms is a **Final Judgment of Change of Name (Minor Child(ren))**, Florida Supreme Court Approved Family Law Form 12.982(e), which may be used when a judge grants a change of name for a minor child(ren). If you attend the hearing, you should take the final judgment with you. You should complete the top part of the form, including the circuit, county, case number, division, and the name(s) of the petitioner(s) and leave the rest blank for the judge to complete. It should be typed or printed in black ink.

If the judge grants your petition, he or she will sign this <u>order</u>. This officially changes your child(ren)'s name(s). The clerk can provide you with **certified copies** of the signed order. There will be charges for the certified copies, and the clerk can tell you the amount of the charges.

#### Where can I look for more information?

**Before proceeding, you should read "General Information for Self-Represented Litigants" found at the beginning of these forms.** For further information, see section 68.07, Florida Statutes.

#### **IMPORTANT INFORMATION REGARDING E-FILING**

The Florida Rules of Judicial Administration now require that all petitions, pleadings, and documents be filed electronically except in certain circumstances. **Self-represented litigants may file petitions or other pleadings or documents electronically; however, they are not required to do so.** If you choose to file your pleadings or other documents electronically, you must do so in accordance with Florida Rule of Judicial Administration 2.525, and you must follow the procedures of the judicial circuit in which you file. **The rules and procedures should be carefully read and followed.** 

#### **IMPORTANT INFORMATION REGARDING E-SERVICE ELECTION**

After the initial service of process of the petition or supplemental petition by the Sheriff or certified process server, the Florida Rules of Judicial Administration now require that all documents required or permitted to be served on the other party must be served by electronic mail (e-mail) except in certain circumstances. You must strictly comply with the format requirements set forth in the Rules of Judicial Administration. If you elect to participate in electronic service, which means serving or receiving pleadings by electronic mail (e-mail), or through the Florida Courts E-Filing Portal, you must review Florida Rule of Judicial Administration 2.516. You may find this rule at www.flcourts.org through the link to the Rules of Judicial Administration provided under either Family Law Forms: Getting Started, or Rules of Court in the A-Z Topical Index.

**SELF-REPRESENTED LITIGANTS MAY SERVE DOCUMENTS BY E-MAIL; HOWEVER, THEY ARE NOT REQUIRED TO DO SO.** If a self-represented litigant elects to serve and receive documents by email, the procedures must always be followed once the initial election is made.

To serve and receive documents by e-mail, you must designate your e-mail addresses by using the **Designation of Current Mailing and E-mail Address**, Florida Supreme Court Approved Family Law Form 12.915, and you must provide your e-mail address on each form on which your signature appears. Please **CAREFULLY** read the rules and instructions for: **Certificate of Service** (General), Florida Supreme Court Approved Family Law Form 12.914; **Designation of Current Mailing and E-mail Address**, Florida Supreme Court Approved Family Law Form 12.914; **Designation of Current Mailing and E-mail Address**, Florida Supreme Court Approved Family Law Form 12.915; and Florida Rule of Judicial Administration 2.516.

#### Special notes...

The heading of the form calls for the name(s) of the **petitioner(s)**. This means the parent(s) who is (are) requesting the change of their child(ren)'s name(s). The judicial circuit, case number, and division may be obtained from the clerk of court's office when you file the petition.

It may be helpful to compile a list of all of the people and places that will need a copy of the final judgment. This list may include the driver's license office, social security office, banks, schools, etc. A list will help you know how many copies of your order you should get from the clerk of court after your hearing.

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900(a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete. IN THE CIRCUIT COURT OF THE \_\_\_\_\_\_ JUDICIAL CIRCUIT, IN AND FOR \_\_\_\_\_

COUNTY, FLORIDA

Case No.: Division:

IN RE: THE NAME CHANGE OF

Petitioner/Father,

Petitioner/Mother.

## **PETITION FOR CHANGE OF NAME (MINOR CHILD(REN))**

I/We, {full legal name(s)} \_\_\_\_\_, being sworn, certify that the following information is true:

#### I am/We are the birth or legal parent(s) or guardian of the minor child(ren) named in this petition. [Choose **only** one]

There is only one minor child named in this petition.

There are *{enter number of children}* children named in this petition. The information on the first child is entered below. I/We have attached the completed supplemental forms for each other child.

The adult petitioner(s)'s fingerprints have been taken in a manner approved by the Department of Law Enforcement and submitted for a state and national criminal history records check. I/We understand that I/we cannot request a hearing on my/our Petition until the clerk of court receives the results of the criminal history records check. I/we also understand that the state and national records check must indicate whether I/we have registered as either a sexual predator or a sexual offender.

A. THE FOLLOWING INFORMATION IS TRUE ABOUT CHILD # <u>1</u>:

1. Minor child's complete present name is:

I/We request that this minor child's name be changed to:

2. The minor child lives in \_\_\_\_\_\_ County, Florida, at {*street address*} \_\_\_\_\_

3. The minor child was born on {*date*}\_\_\_\_\_\_, in {*city, county, state, country*}\_\_\_\_\_

- 4. The minor child's father's full legal name: \_\_\_\_\_\_. The minor child's mother's full legal name: \_\_\_\_\_\_. The minor child's mother's maiden name: \_\_\_\_\_\_.
- 5. The minor child has lived in the following places since birth:

|    | Dates (to/from) Address  |            |
|----|--|------------|
|    |  |            |
|    |  |            |
|    |  |            |
|    |  |            |
|    | ( Please indicate here if you are continuing these facts on an attached page.)   |            |
| 6. | [Choose <b>one</b> only]<br>The minor child is not married.<br>The minor shild is married to: [full logg  name]  |            |
|    | The minor child is married to: <i>{full legal name}</i>  | <u> </u>   |
| 7. | [Choose <b>one</b> only] The minor child has no children.  |            |
|    | The minor child is the parent of the following child(ren): {enter full name(s) and date(<br>birth}   | (s) of<br> |
| 8. | Former names.  |            |
|    | [Indicate <b>all</b> that apply]   |            |
|    | The minor child's name has never been changed by a court.<br>The minor child's name previously was changed <b>by court order</b> from  |            |
|    |  |            |
|    | to on {date}<br>by {court, city, and state}  |            |
|    | A copy of the court order is attached.   |            |
|    | The minor child's name previously was changed <b>by marriage</b> from  | _          |
|    | to on {date} in {city, county, and state}  | ,          |
|    | A copy of the marriage certificate is attached.  | ·          |
|    |  |            |
|    | The minor child has never been known or called by any other name The minor child has been known or called by the following other name(s): {list nan and explain where child was known or called by such name(s)} | • •        |
|    |  |            |

9. The minor child is not employed in an occupation or profession, does not own and operate a business, and has received no educational degrees. If the minor child has a job, explain: \_\_\_\_\_

| 10. Criminal History.<br>[Indicate all that apply]<br>The minor child has never been arrested for or charged with, pled guilty or nole<br>contendere to, or been found to have committed a criminal offense, regardless o<br>adjudication.                      |
|---|
| The minor child has a criminal history. In the past, the minor child was arrested for o charged with, pled guilty or nolo contendere to, or been found to have committed criminal offense, regardless of adjudication. The details of the criminal history are: |
| Date City/State Event (arrest, charge, plea, or adjudication)   |
| ( Please indicate here if you are continuing these facts on an attached page.)  |
| The minor child hashas not ever been required to register as a sexual predator under section 775.21, Florida Statutes.  |
| The minor childhashas not ever been required as a sexual offender unde section 943.0435, Florida Statutes.  |
| 11. Money Judgments.<br>[Choose one only]<br>The minor child has never been adjudicated bankrupt, and no money judgment has eve<br>been entered against him or her.   |
| The following money judgment(s) has been entered against him or her:<br>Date Amount Creditor Court entering judgment and case number <i>{date} if Paid</i>  |
| B. THE FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER(S):   |
| FATHER MOTHER GUARDIAN<br>A Supplemental Form has been attached for the other parent or petitioner.   |
| 1. My complete present name is:   |
| 2. I live in County, Florida, at { <i>street address</i> }  |
| 3. Bankruptcy   |

| <i>{Choose one only}</i> I have never been adjudicated bankrupt   |
|---|
| I was adjudicated bankrupt on { <i>date</i> }, in { <i>city</i> }<br>{ <i>county</i> }, { <i>state</i> }  |
| ( Please indicate here if you have filed additional bankruptcies, and explain on an attached page.  |
| <ul> <li>Creditor(s)' Judgments         {Choose one only}         I have never had a money judgment entered against me by a creditor.     </li> </ul>   |
| The following creditor)s)' money judgments have been entered against me:  |
| Date Amount Creditor Court entering judgment and case number If Paid { <i>date</i> }  |
|   |
| ( Please indicate here if these facts are continued on an attached page.)   |
| 5. <b>Criminal History</b><br>{Indicate all that apply}   |
| I have never been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication.  |
| I have a criminal history. In the past I have been arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of my criminal history are: |
| Date City/State Event (arrest, charge, plea, or adjudication)   |
|   |
|   |
| ( Please indicate here if these facts are continued on an attached page.)   |
| I have have not ever been required to register as a sexual predator under section 775.21, Florida Statutes.   |
| I have have not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.   |

- 6. I have no ulterior or illegal purpose for filing this petition, and granting it will not in any manner invade the property rights of others, whether partnership, patent, good will, privacy, trademark, or otherwise.
- 7. My civil rights have never been suspended, or, if ever suspended, they have been fully restored.

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this petition and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

| Dated:                                    |   |
|---|---|
|   | Signature of Petitioner                                       |
|   | Printed Name:   |
|   | Address:  |
|   | City, State, Zip:   |
|   | Telephone Number:   |
|   | Fax Number:   |
|   | Designated E-Mail Address(es)                                 |
| STATE OF FLORIDA<br>COUNTY OF             |   |
| Sworn to or affirmed and signed before me | onby  |
|   |   |
|   | NOTARY PUBLIC or DEPUTY CLERK                                 |
|   | [Print, type, or stamp commissioned name of notary or clerk.] |
| Personally known                          |   |
| Produced identification                   |   |
| Type of identification produced           |   |

#### IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:

[fill in **all** blanks] This form was prepared for the Petitioner.

This form was completed with the assistance of:

{name of individual}\_\_\_\_\_

{name of business}\_\_\_\_\_

{address}\_\_\_\_\_\_, {state}\_\_\_\_\_, {zip code}\_\_\_\_\_\_{telephone number}\_\_\_\_\_\_.

#### ADULT SUPPLEMENTAL FORM FOR PETITION FOR CHANGE OF NAME (MINOR CHILDREN)

| Case No.:  |
|--|
| THE FOLLOWING INFORMATION IS TRUE ABOUT PETITIONER(S):   |
| 1. My complete present name is:  |
| 2. I live in County, Florida, at { <i>street address</i> }   |
| 3. Bankruptcy<br>{Choose one only}<br>I have never been adjudicated bankrupt   |
| L was adjudicated bankrupt on { <i>date</i> }, in { <i>city</i> },<br>{ <i>county</i> }, { <i>state</i> }<br>[ Please indicate here if you have filed additional bankruptcies, and explain on an attached<br>page. |
| 4. <b>Creditor(s)' Judgments</b><br><i>{Choose one only}</i><br>I have never had a money judgment entered against me by a creditor.  |
| The following creditor)s)' money judgments have been entered against me:   |
| Date Amount Creditor Court entering judgment and case number If Paid { <i>date</i> }   |
|  |
| ( Please indicate here if these facts are continued on an attached page.)  |
| 5. Criminal History {Indicate all that apply} I have never been arrested for or charged with, pled guilty or nolo contendere to, or been   |

found to have committed a criminal offense, regardless of adjudication.

nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of my criminal history are:

| Date | City/State | Event (arrest, charge, plea, or adjudication |
|------|------------|--|
| Date | City/State | Event (arrest, charge, plea, or adjudicatio  |

| I have have not ever been required to register as a sexual predator under section 775.21, Florida Statutes.  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|
| I have have not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.  |  |  |  |  |  |  |  |  |  |  |
| e for filing this petition, and granting it will not in any manne<br>, whether partnership, patent, good will, privacy, trademarl  |  |  |  |  |  |  |  |  |  |  |
| pended, or, if ever suspended, they have been fully restored.  |  |  |  |  |  |  |  |  |  |  |
| ing under each to the twithfulness of the claims made in this  |  |  |  |  |  |  |  |  |  |  |
| ing under oath to the truthfulness of the claims made in thin nowingly making a false statement includes fines and/o   |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| nowingly making a false statement includes fines and/o<br>Signature of Petitioner:   |  |  |  |  |  |  |  |  |  |  |
| nowingly making a false statement includes fines and/o<br>Signature of Petitioner:<br>Printed Name:  |  |  |  |  |  |  |  |  |  |  |
| nowingly making a false statement includes fines and/o<br>Signature of Petitioner:<br>Printed Name:<br>Address:  |  |  |  |  |  |  |  |  |  |  |
| nowingly making a false statement includes fines and/o<br>Signature of Petitioner:<br>Printed Name:<br>Address:<br>City, State, Zip:                                     |  |  |  |  |  |  |  |  |  |  |
| nowingly making a false statement includes fines and/o<br>Signature of Petitioner:<br>Printed Name:<br>Address:<br>City, State, Zip:<br>Telephone Number:                |  |  |  |  |  |  |  |  |  |  |
| nowingly making a false statement includes fines and/o<br>Signature of Petitioner:<br>Printed Name:<br>Address:<br>City, State, Zip:                                     |  |  |  |  |  |  |  |  |  |  |
| nowingly making a false statement includes fines and/o<br>Signature of Petitioner:<br>Printed Name:<br>Address:<br>City, State, Zip:<br>Telephone Number:<br>Fax Number: |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |

NOTARY PUBLIC or DEPUTY CLERK

[Print, type, or stamp commissioned name of notary or clerk.]

Personally known

Produced identification Type of identification produced

#### IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:

[fill in **all** blanks] This form was completed for the Petitioner(s).

This form was completed with the assistance of:

{name of individual}\_\_\_\_\_

{name of business}\_\_\_\_\_

{address}\_\_\_\_\_

#### SUPPLEMENTAL FORM FOR PETITION FOR CHANGE OF NAME (MINOR CHILD(REN))

| • | Minor child's complete present name is:             |                                     |  |  |  |  |  |  |  |  |
|---|---|-------------------------------------|--|--|--|--|--|--|--|--|
|   | I/We request that minor child's name be changed to: |                                     |  |  |  |  |  |  |  |  |
| • | The minor child lives in County, Florida, at {      | street address}                     |  |  |  |  |  |  |  |  |
| • | The minor child was born on {date}                  | , in {city, county, state, country} |  |  |  |  |  |  |  |  |
| • | The minor child's mother's full legal name:         |                                     |  |  |  |  |  |  |  |  |
|   | The minor child's mother's maiden name:             |                                     |  |  |  |  |  |  |  |  |
|   |   |                                     |  |  |  |  |  |  |  |  |

Florida Supreme Court Approved Family Law Form 12.982(c), Petition for Change of Name (Minor Child(ren)) (09/16)

\_.

MINOR CHILD # \_\_\_\_\_, continued

#### 8. Former names

[Indicate all that apply]

The minor child's name has never been changed **by a court.** 

The minor child's name previously was changed **by court order** from \_\_\_\_\_\_

to \_\_\_\_\_\_ on {*date*}\_\_\_\_\_

by {court, city, and state}

A copy of the court order is attached.

The minor child's name previously was changed **by marriage** from \_\_\_\_\_\_

| to | on { <i>date</i> } | , |
|----|--------------------|---|
|----|--------------------|---|

in {city, county, and state}

A copy of the marriage certificate is attached.

The minor child has never been known or called by any other name.

| The minor child has been known or called by the following other name(s): { <i>list name(s) ar</i> | nd |
|---|----|
| explain where child was known or called by such name(s)}  |    |

9. The minor child is not employed in an occupation or profession, does not own and operate a business, and has received no educational degrees. If the minor child has a job, explain:

#### 10. Criminal History

[Indicate all that apply]

| _[ | _The  | minor    | chil | d  | has  | never  | been  | arres | ted | for  | or  | cha | arged | with,  | pled  | guilty  | or   | nolo |
|----|-------|----------|------|----|------|--------|-------|-------|-----|------|-----|-----|-------|--------|-------|---------|------|------|
|    | conte | endere   | to ( | or | beer | n four | nd to | have  | cor | nmit | ted | а   | crimi | nal of | fense | , regai | dles | s of |
|    | adjud | lication |      |    |      |        |       |       |     |      |     |     |       |        |       |         |      |      |

L\_\_\_\_The minor child has a criminal history. In the past, the minor child was arrested for or charged with, pled guilty or nolo contendere to, or been found to have committed a criminal offense, regardless of adjudication. The details of the criminal history are:

Date City/State Event (arrest, charge, plea, or adjudication)

( Please indicate here if you are continuing these facts on an attached page.)

|       | _ The minor child    |        | _ has _ |      | has not | ever | been | required | to | register | as a | sexual |
|-------|----------------------|--------|---------|------|---------|------|------|----------|----|----------|------|--------|
| preda | tor under section 77 | '5.21, | Florida | Stat | utes.   |      |      |          |    |          |      |        |

\_\_\_\_ The minor child \_\_\_\_\_ has \_\_\_\_ has not ever been required to register as a sexual offender under section 943.0435, Florida Statutes.

MINOR CHILD # \_\_\_\_\_, continued

#### 11. Money Judgments

[Choose **one** only]

\_\_\_\_\_ The minor child has never been adjudicated bankrupt, and no money judgment has ever been entered against him or her.



\_\_\_\_\_ The following money judgment(s) has (have) been entered against him or her:

Date Amount Creditor Court entering judgment and case number {date} if Paid

## INSTRUCTIONS FOR FLORIDA SUPREME COURT APPROVED FAMILY LAW FORM 12.982(d), CONSENT FOR CHANGE OF NAME (MINOR CHILD(REN))(03/15)

### When should this form be used?

This form should be used when one parent consents to the other parent's **petition** to change the name of their minor child(ren). A parent who is not a **petitioner** in the case but is consenting to the change of name should complete this form and sign it in front of a **notary public** or **deputy clerk**.

This form should be typed or printed in black ink. After this form is signed and notarized, you should <u>file</u> it with the <u>clerk of the circuit court</u> in the county where the petition was filed and keep a copy for your records. This form should be attached to the **Petition for Change of Name (Minor Child(ren))**, Florida Supreme Court Approved Family Law Form 12.982(c), **if** obtained prior to the filing of the petition. Otherwise, it may be filed separately after it has been completed.

#### **IMPORTANT INFORMATION REGARDING E-FILING**

The Florida Rules of Judicial Administration now require that all petitions, pleadings, and documents be filed electronically except in certain circumstances. **Self-represented litigants may file petitions or other pleadings or documents electronically; however, they are not required to do so.** If you choose to file your pleadings or other documents electronically, you must do so in accordance with Florida Rule of Judicial Administration 2.525, and you must follow the procedures of the judicial circuit in which you file. **The rules and procedures should be carefully read and followed.** 

#### Where can I look for more information?

**Before proceeding, you should read General Information for Self-Represented Litigants found at the beginning of these forms.** For further information see section 68.07, Florida Statutes, and the instructions for **Petition for Change of Name (Minor Child(ren))**, Florida Supreme Court Approved Family Law Form 12.982(c), or **Petition for Change of Name (Family)**, Florida Supreme Court Approved Family Law Form 12.982(f).

#### Special notes...

Remember, a person who is NOT an attorney is called a nonlawyer. If a nonlawyer helps you fill out these forms, that person must give you a copy of a **Disclosure from Nonlawyer**, Florida Family Law Rules of Procedure Form 12.900 (a), before he or she helps you. A nonlawyer helping you fill out these forms also **must** put his or her name, address, and telephone number on the bottom of the last page of every form he or she helps you complete.

Instructions for Florida Supreme Court Approved Family Law Form 12.982(d), Consent for Change of Name (Minor Child(ren))(03/15)

IN THE CIRCUIT COURT OF THE \_\_\_\_\_ JUDICIAL CIRCUIT, IN AND FOR \_\_\_\_\_ COUNTY, FLORIDA

> Case No.: \_\_\_\_\_\_ Division: \_\_\_\_\_\_

IN RE: THE NAME CHANGE OF

Petitioner.

## **CONSENT FOR CHANGE OF NAME (MINOR CHILD(REN))**

I, {full legal name} \_\_\_\_\_\_, being sworn, certify that the following information is true: I am the birth or legal \_\_\_\_\_\_ father \_\_\_\_\_ mother of the minor child(ren) named in this case, and I give consent for the following name changes:

#### Minor child(ren)'s complete present name(s):

Minor child(ren)'s name(s) to be changed to:

| (1) | (1) |
|-----|-----|
| (2) |     |
| (3) |     |
| (4) |     |
| (5) |     |
| (6) |     |

I understand that I am swearing or affirming under oath to the truthfulness of the claims made in this consent and that the punishment for knowingly making a false statement includes fines and/or imprisonment.

Dated: \_\_\_\_\_

| Signature of Consenting Parent |
|--------------------------------|
| Printed Name:                  |
| Address:                       |
| City, State, Zip:              |
| Telephone Number:              |
| Fax Number:                    |
| Designated E-mail Address(es): |
|                                |

STATE OF FLORIDA COUNTY OF \_\_\_\_\_

Sworn to or affirmed and signed before me on \_\_\_\_\_\_ by \_\_\_\_\_\_.

NOTARY PUBLIC or DEPUTY CLERK

{Print, type, or stamp commissioned name of notary or clerk.}

Personally known Produced identification Type of identification produced \_\_\_\_\_

#### IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:

[fill in **all** blanks] This form was prepared for the: {*choose one*} ( petitioner ( consenting parent This form was completed with the assistance of:

{name of individual} \_\_\_\_\_

{name of business}\_\_\_\_\_

{address}\_\_\_\_\_\_, {city} \_\_\_\_\_\_, {state}\_\_\_\_, {zip code}\_\_\_\_\_, {telephone number} \_\_\_\_\_\_.

IN THE CIRCUIT COURT OF THE \_\_\_\_\_\_ JUDICIAL CIRCUIT IN AND FOR \_\_\_\_\_\_COUNTY, FLORIDA

Case No.: \_\_\_\_\_\_ Division: \_\_\_\_\_\_

IN RE: THE NAME CHANGE OF

Petitioner/Father,

Petitioner/Mother.

## FINAL JUDGMENT OF CHANGE OF NAME (MINOR CHILD(REN))

This cause came before the Court on *{date}* \_\_\_\_\_\_, for a hearing on Petition for Change of Name under section 68.07, Florida Statutes, and it appearing to the Court that:

1. Petitioner(s) is (are) a bona fide resident(s) of \_\_\_\_\_ County, Florida;

2. \_\_\_\_ Petitioners are the parents of the minor child(ren) named in the petition;

3. \_\_\_\_\_ Petitioner is the parent of the minor child(ren) named in the petition, and the other parent has been properly notified and has either consented or failed to respond;

4. Petitioner's request is not for any ulterior or illegal purpose; and

5. Granting this petition will not in any manner invade the property rights of others, whether partnership, patent, good will, privacy, trademark, or otherwise; it is

#### **ORDERED** that the minor child(ren)'s

| present name(s) | be changed to |  |
|-----------------|---------------|--|
| (1)             | (1)           |  |
| (2)             | (2)           |  |
| (3)             | (3)           |  |
| (4)             | (4)           |  |
| (5)             | (5)           |  |
| (6)             | (6)           |  |

by which they shall hereafter be known.

Florida Supreme Court Approved Family Law Form 12.982(e), Final Judgment of Change of Name (Minor Child(ren) (03/15)

| DONE and ORDERED ON | in |  |
|---------------------|----|--|
| <u>, F</u> lorida.  |    |  |

#### CIRCUIT JUDGE

| I certify that a copy of the {name of documents(s)}  | was     |
|--|---------|
| ( $\square$ ) mailed ( $\square$ ) faxed and mailed ( $\square$ ) e-mailed ( $\square$ ) hand-delivered to the parties a | and any |
| other persons or entities listed below on <i>{date}</i>  |         |

Clerk of Court, Designee, or Judicial Assistant

Petitioner(s) (or his, her, or their attorney) Other: \_\_\_\_\_