



SPOKANE COUNTY DISTRICT COURT
MINOR NAME CHANGE INSTRUCTIONS
Name Change Filing Information (509) 477-4770 Option 8

SEALED NAME CHANGES: If you would like to have your name change sealed due to domestic violence, stalking, unlawful harassment, coercive control, gender expression or identity, you will need to file in Superior Court. If you have any questions regarding a sealed name change, you may contact Spokane County Superior Court at (509) 477-2211. *RCW 4.24.130 (5)*
****IF YOU FILE IN DISTRICT COURT YOUR NAME CHANGE IS PUBLIC RECORD****

The original Petition for Change of Minor Name must be filed in the Clerk's office located at:
721 North Jefferson, Suite 204, Broadway Centre Building, Spokane, WA 99260
Hours of Operation: 8:30 AM – 5:00 PM Monday – Friday
(Closed from 12:00 PM – 1:00 PM.)

or

On-line at www.spokanecounty.org under District Court Department. You may obtain the instructions and Petition at the Clerk's office or on the internet at www.spokanecounty.org.

FILING FEE: \$287.00 (must be paid at the time of filing by cash, check, debit or credit – a service fee of 3% will be required.) The filing fee includes one (1) certified copy. Additional certified copies are **\$5.00 each**. The Clerk will assign a court date at the time of filing. **Court dates are set for Fridays at 9:00 a.m.**

PRINT OR TYPE THE PETITION LEGIBLY. (The order changing name will be created by the Clerk's office at the time of filing.)

BOTH PARENTS IN AGREEMENT WITH PETITION FOR CHANGE OF MINOR NAME: If the other parent is in agreement with the Petition for Change of Minor Name, or the other parent is deceased, complete and file the petition. **You will need to bring the minor's birth certificate and your picture identification to the hearing. If one of the Minor's parents is deceased, a copy of the Death Certificate is required at time of filing.**

OTHER PARENT NOT IN AGREEMENT WITH PETITION FOR CHANGE OF MINOR NAME: If the other parent is NOT in agreement with the Petition for Change of Minor Name, you must complete: 1) The Petition for Change of Minor Name and 2) the Summons and Notice of Hearing on Petition for Change of Minor Name. The Petition and the Summons and Notice of Hearing must all be served on the other parent at least 30 days prior to the court date. Service must be completed by someone other than you. A Certificate of Service must be filed prior to the court date. If service is not completed or completed untimely, the court date may be continued. At the time of the hearing, the court will hear from both parents and determine whether the Change of Minor Name is in the best interest of the child. **You will need to bring the minor's birth certificate and your picture identification to the hearing.**

REQUIRED NOTIFICATION TO OTHER AGENCIES

Birth Certificate: If you were born in Washington State and wish to change your birth certificate, contact the department of Vital Records at (360) 236-4300. If you were born in a different state, you should contact that state for the fee schedule and notify them of the name change. Fee schedules vary from state to state.

Social Security: The Social Security Administration requires a certified copy of the Order Changing Name. They will return your copy after they have documented the change. The address of the local office is 714 N. Ironbridge Way, Suite 100, Spokane, Washington 99202. Their phone number is (800) 772-1213.

Department of Licensing: The Department of Licensing requires a certified copy of the Order Changing Name. They will return your certified copy. There is a fee to change your current license. Their Spokane locations are: 9107 N. Country Holmes Blvd., phone: (509) 482-3883, or 12801 E. Sprague, phone: (509) 921-2358.

Military: If you are in the military, a certified copy of the Order Changing Name will be needed to correct your military records.

IN THE SPOKANE COUNTY DISTRICT COURT
OF THE STATE OF WASHINGTON

In the Matter of the Petition of

NO. _____

Petitioner (Current Full Legal Name of Minor)

PETITION FOR CHANGE OF
MINOR NAME (RCW 4.24.130)

Hearing Date: _____

Time: 9:00 a.m.

Location: 721 N. Jefferson, Court Room 203

I am applying for a Court Order on behalf of a Minor which will change their name:

A. FROM: (Current Full Legal Name of Minor)

Current First Name Current Middle Name Current Last Name

B. TO: (New Full Legal Name of Minor)

Proposed First Name Proposed Middle Name Proposed Last Name

IDENTIFICATION OF PARENTS:

Parent 1: _____
First Name Middle Name Last Name Relationship to Minor

Parent 2: _____
First Name Middle Name Last Name Relationship to Minor

PARENTS:

- Are both Parents of the Minor in agreement with the Petition? Yes No
 - Mother or Father is Deceased *(Copy of Death Certificate needed)*

If you marked "No" and the other parent is still alive – You must also complete the Summons and Notice of Hearing on Petition for Change of Minor Name process and serve the other Parent prior to the court date.

- Are the Parents of the Minor married? Yes No

If "No" are the Parents of the Minor:

- Divorced - A Parenting Plan has been entered.
- Never Married - An Order of Paternity has been entered.

You must file your Minor Name Change Petition with Superior Court if a Parenting Plan or Order of Paternity has been entered.

- The "Petition for Change of Minor Name" is desired because:

MINOR:

1. If you answer "Yes" to any of the following questions, you must file your Minor Name Change Petition with Superior Court.

- Is the Minor emancipated? Yes No
- Is the Minor subject to a guardianship? Yes No
- Has the Minor received asylum, refugee, or special immigrant juvenile status? Yes No
- Is the Minor currently involved or ever had a case involving them with Spokane County Superior Court or Spokane County Juvenile Court? Yes No
- Is the Minor required to register as a sex offender pursuant to RCW 9A.44.130? Yes No
- Is the Minor under the jurisdiction or on probation with the Department of Corrections? Yes No
- Is this Petition being made because of domestic violence, stalking, unlawful harassment, or coercive control and you desire to have the Minor's name change sealed due to reasonable fear for safety? Yes No
- Is this Petition related to gender expression or identity and you desire to have the Minor's name change sealed? Yes No

2. Does the Minor reside in Spokane County? Yes No

- If you marked "No", which county does the Minor reside in? _____

3. Is there a Birth Certificate of the Minor to show at time of name change? Yes No

If you marked "No" – You must obtain a copy of the Birth Certificate prior to the court date.

4. Is this Petition being made to avoid creditors? Yes No

5. Is this Petition being made for any illegal or fraudulent purpose? Yes No

6. Is the Minor age fourteen (14) or older? Yes No

If you marked "Yes" – The Minor will need to sign the Petition below giving consent to this Petition for Change of Name.

I/We certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing statements in this petition are true and correct.

Signed at Spokane County, Washington on this the _____ day of _____, _____.

Petitioner's Parent 1: Signature

Petitioner's Parent 2: Signature

Print Petitioner's Parent 1 Name

Print Petitioner's Parent 2 Name

MINOR CONSENT:

I _____, being fourteen (14) years of age or older, voluntarily consent to the change of name requested in the Petition as set forth above.

Signed at Spokane County, Washington on this the _____ day of _____, _____.

Minor Signature

Print Minor Name

IN THE DISTRICT COURT OF THE STATE OF
WASHINGTON IN AND FOR THE COUNTY OF SPOKANE

In the Matter of the Petition of

NO. _____

Petitioner (Current Full Legal Name of Minor)

PETITION FOR CHANGE OF
MINOR NAME CONFIDENTIAL
INFORMATION SHEET

1. DATE OF BIRTH:

Month Day Year

2. RESIDENTIAL ADDRESS:

Street

City State Zip

Phone

I/We certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing statements in this petition are true and correct.

Signed at Spokane County, Washington on this the ____ day of _____, _____.

Petitioner's Parent 1: Signature

Petitioner's Parent 2: Signature

Print Petitioner's Parent 1 Name

Print Petitioner's Parent 2 Name