

Name Change Procedures

You must file for a name change in the county in which you presently live and are a resident, regardless of where you were born.

Individuals 18 and over may change their names without parental consent. You must have a Birth Certificate and proof of identity and residency.

If you do not have a birth certificate you must present two pieces of ID that verify that you are a resident of Shelby County.

Examples of ID:

- Passport,
- Social Security Card,
- Drivers License,
- State, School or Work ID,
- Check stub,
- W-2 form and
- Utility bill.

In the case of a minor change of name, if both parents are listed on the Birth Certificate they both must be present with proper identification. A notarized affidavit from the absent parent will be accepted and that form is available in our office.

Court costs:

- \$153.50 cash or credit card

Court hours:

- Wednesday, 1:00–2:00 p.m. (***Subject to change without notice; call office for current docket***)

Address:

- 140 Adams, Room 124.

People need to dress to appear before a judge. No tank tops or shorts. Please dress professionally.

Please arrive at least 30 minutes before court is over.