

# 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.

## Examples of proof of identity

- Passport,
- Driver's License,
- State, School or Work ID

## Examples of proof of residency:

- Utility Bill
- Check Stub
- City or county tax 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:

- *\$166.50 cash or credit card*

## Filing hours:

- Name Change petitions can be filed in the Probate Court Clerk's office Monday through Friday, 9AM-3PM
- After filing your petition, you will be given a court date on a Thursday afternoon between 1:00 and 2:30. This appointment can be virtual through Zoom or in person.
- After the court hearing, copies of any order signed by the judge will be mailed to the petitioner at the address left with the Clerk's office at the time of filing

## Address:

- *140 Adams, Room 124  
Memphis, TN 38103*