

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 years of age 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 or on our website (under name change forms).

Court costs: *cash or credit card*

- In-Person-\$166.50
- Zoom- \$170.00 (*includes \$3.50 Order mailing fee*)

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 scheduled a hearing date for the upcoming Thursday afternoon between 1:00 and 2:00. This appointment can be in person or virtually through Zoom.
- After the court hearing, a copy of any Order signed by the Judge will be distributed to the petitioner immediately following in-person hearings **or** mailed to the petitioner at the address left with the Clerk's office at the time of filing for virtual hearings.

Address:

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