

PETITION FOR ADULT NAME CHANGE AND/OR BIRTHDATE CORRECTION

***THIS PACKET IS FOR ADULTS WHO WANT TO
LEGALLY CHANGE THEIR NAME AND/OR
BIRTHDATE CORRECTION***

- Advisory
- Instructions
- Petition for Name Change and/or Birthdate Correction
- Request for Hearing
- Notice of Hearing
- Order for Change of Name

* FOR PURPOSES OF A NAME CHANGE AN “ADULT” IS ANYONE 14 YEARS OLD OR OLDER.

STOP

Please read this ADVISORY

1. REMEMBER – **you are responsible for your case:**
 - You must fill out the paperwork correctly,
 - You must request and attend hearings,
 - You must check whether the opposing party is filing paperwork
 - You must keep track of deadlines, etc.

2. READ the instructions. They are there to help you fill out these forms.

3. TAKE YOUR TIME filing out the forms. This paperwork will have some legal impact on your life.

4. Please, always use your case **caption** (example: Jane Doe v. John Doe, D-1329-DM-201300194) on all court papers, letters, and with the clerk's and judge's offices.

5. Please seek the advice of an attorney if:
 - a. you do not understand the forms
 - b. you are unsure about what to do
 - c. are uncomfortable with the information you must put on a form.

INSTRUCTIONS FOR A NAME CHANGE

| | |
|--|--|
| <p>✓ STEP 1- FILL OUT THE PETITION</p> | <ol style="list-style-type: none"> 1. Completely fill out the Petition for Name Change. 2. Petitioner = Your full current legal name 3. Include the reason for the change 4. Be sure to have your current and proposed name spelled correctly |
| <p>✓ STEP 2- FILE YOUR PETITION</p> | <ol style="list-style-type: none"> 1. Make one copy of your completed Petition for Name Change for your records. 2. File the original and copy with the clerk's office 3. There is a fee of \$132. If you cannot afford the fee, you may fill out an Application for Free Process to have your fee reduced. |
| <p>✓ STEP 3 - OBTAIN A HEARING DATE FROM CLERK'S OR JUDGE'S STAFF</p> | <ol style="list-style-type: none"> 1. Fill out the Request for Hearing. 2. Fill out Notice of Hearing leaving the date and time blank. The date and time will be completed by the Court, Trial Court Administrator. 3. Please submit the original of both the Request and Notice of Hearing along with 2 copies (or more if needed to accommodate all parties entitled to notice) and self-addressed stamped envelopes for all parties entitled to notice. The Trial Court Administrator for the assigned judge will use the envelopes to mail out the notice of hearing to all parties listed. |
| <p>✓ STEP 4 - GO TO YOUR HEARING</p> | <ol style="list-style-type: none"> 1. Fill out the Order for Name Change and/or Birthdate Correction and bring it with you to your hearing. 2. The judge will review the Order, and may have questions for you. 3. If everything looks in order, the judge will sign the Order. |
| <p>✓ STEP 5 - FILE YOUR ORDER</p> | <ol style="list-style-type: none"> 1. After the judge signs the Order, take the signed Order to the court clerks so they can officially file the order. Once the order is officially filed, the name change is official. 2. Ask the court clerks to certify as many copies of the Order as you need. Social Security, the County Clerk, and other agencies will want certified copies of the Order. The fee for certified copies is \$1.50 per certification. |
| <p>✓ STEP 6 - RECORD YOUR ORDER WITH COUNTY CLERK</p> | <ol style="list-style-type: none"> 1. You need to record a certified copy of the Order with your County Clerk. 2. The County Clerk is not the same as the court clerks. <p>If you are unsure where your County Clerk is located, check with the court clerk's office.</p> |

STATE OF NEW MEXICO
COUNTY OF _____
13TH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR
_____, Petitioner

PETITION FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION

(you must live in the county where you are filing this Petition)

1. The Petitioner lives in _____ County, New Mexico.
2. This is a Petition for a name change and/or birth date correction involving a person(s) 14 years old or older.
3. The Petitioner seeks the following name change:

| <i>Name on Birth Certificate</i> | <i>Proposed full name</i> | <i>Age</i> | <i>Date of Birth</i> |
|----------------------------------|---------------------------|------------|----------------------|
| | | | |

4. The Petitioner seeks a name change for the following reason(s):

_____.

5. Petitioner seeks a correction to the birth date listed on his/her birth certificate.
6. Petitioner's birth certificate currently lists his/her birth date as _____.
7. Petitioner's birth date is _____.
8. Facts supporting the correct birth date are: _____

_____.

WHEREFORE, the Petitioner respectfully requests the Court to issue an Order granting a change of name as stated in paragraph 3 and/or a birthdate correction as stated in paragraph 6 of this Petition.

Petitioner's notarized signature:

Petitioner's signature

Address: _____

Telephone: _____

STATE OF NEW MEXICO)

) ss.

COUNTY OF _____)

Acknowledged, subscribed and sworn to before me this _____ day of _____,
2____ by _____, the petitioner.

My commission expires: _____

(SEAL)

Notary Public: _____

STATE OF NEW MEXICO
COUNTY OF _____
13TH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR
_____, Petitioner

REQUEST FOR HEARING

Assigned Judge: _____

Matters to be heard: ORDER FOR CHANGE OF NAME AND/OR BIRTHDATE CORRECTION

Submitted by:

Name: _____

Address: _____

Telephone: _____

STATE OF NEW MEXICO
COUNTY OF _____
13TH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR
_____, Petitioner

NOTICE OF HEARING

PLEASE TAKE NOTICE that the above-entitled cause is scheduled for hearing before the

Honorable _____, District Judge, for the date, time and place below:

Date: _____

Time: _____

Place: Cibola District Courthouse, 700 E. Roosevelt Ave., Suite 60, Grants, New Mexico
 Sandoval District Courthouse, 1500 Idalia Road, Building A, Bernalillo, New Mexico
 Valencia District Courthouse, Highway 314 & Morris Road, Los Lunas, New Mexico

Matter to be heard: ORDER FOR CHANGE OF NAME AND/OR BIRTHDATE CORRECTION

Time Allocated: _____

Trial Court Administrative Assistant

Parties entitled to notice:

| | |
|----|----|
| a. | b. |
|----|----|

PLEASE SUBMIT THIS WITH STAMPED ENVELOPES ADDRESSED
TO ALL PARTIES OR ATTORNEYS ENTITLED TO NOTICE.
THE JUDGE'S ASSISTANT WILL USE THOSE ENVELOPES TO GIVE
PARTIES AND ATTORNEYS NOTICE OF THE HEARING

STATE OF NEW MEXICO
COUNTY OF _____
13TH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR
_____, Petitioner

ORDER FOR CHANGE OF NAME AND BIRTH DATE CORRECTION

THIS MATTER came before the court for hearing upon a Petition for Change of Name and/or Birth Date Correction. The court examined the matter pursuant to NMSA 1978 Sections 40-8-1 to 40-8-3 and, being fully advised in the premises, FINDS:

1. This is a Petition for a name change and/or birth date correction involving a person(s) 14 years old or older.
2. [] The Petitioner has shown good cause why his/her birth date should be changed.
3. [] No sufficient cause has been shown why the name of the Petitioner should not be changed.
4. [] No sufficient cause has been shown why the date of birth of the Petitioner should not be changed to reflect the correct date of birth

IT IS THEREFORE ORDERED that:

A. The Petitioner currently named _____
born on _____ is hereby granted a NAME CHANGE
to _____.

The Petitioner currently named _____
born on _____ is hereby granted a BIRTHDATE
CORRECTION to _____.

B. That the Vital Statistics Bureau of the state where the Petitioner's birth certificate is
filed is ORDERED to amend and reissue the birth certificate to reflect the above
name and/or birth date change.

District Court Judge