

# VTCourtForms Next Steps: Asking the court to change your name

Congratulations! You have filled out the petition to ask the court to change your name.

## Next steps

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1. Remember: Don't sign the name change petition form until the court clerk or the judge tells you to. Each court does things differently. Leave the signature part of the form blank.
2. Mail or hand-deliver this petition to your county's Probate Division of Superior Court along with the following documents:
  - Certified copy of your Birth Certificate
  - Certified copy of your Marriage Certificate (if applicable)
  - Certified copy of Birth Certificate for your minor children (if applicable)
  - \$150 check or [fee waiver form \(Form 228\)](#)

Get a certified copy of your birth certificate from the Department of Health or Vital Records Office in Vermont or state where you were born.
3. You can find your county's probate court on the [vermontjudiciary.org](http://vermontjudiciary.org) website.
4. We suggest that you bring an extra copy of the paperwork you submit.

5. Ask the clerk to stamp it with the filing date for your records.
6. The court will send you a notice with a hearing date.
7. Plan to attend a short hearing.

## What happens in the hearing?

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The judge may ask you a few questions, like confirming that nobody is forcing you to change your name.

## What happens if the judge makes the order?

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If the judge approves your petition, they will issue an Order Changing Name.

- Check the judge's order when you get it to make sure it is correct. Contact the probate court clerk to fix any mistakes.
- Once the order is issued, you can get a certified copy for a \$5 fee at the courthouse. Having extra copies is useful when you want to tell agencies about your new name.

## Learn more

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[www.VTLawHelp.org/name-and-gender-marker-changes-vermont](http://www.VTLawHelp.org/name-and-gender-marker-changes-vermont)

