

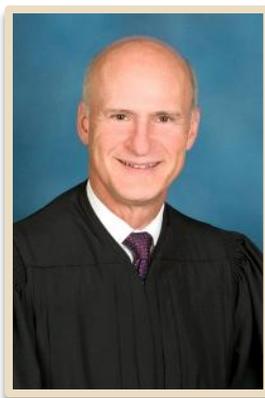
## Helpful Resources

- Star Beacon  
440-998-2323
- Gazette  
440-576-9125
- Bureau of Motor Vehicles, Jefferson  
440-576-9461
- Bureau of Motor Vehicles, Ashtabula  
440-964-7665
- Ashtabula County Board of Elections  
440-576-6915
- Social Security Administration, Ashtabula  
800-772-1213
- Ashtabula County Bar Association  
440-998-2628

This pamphlet is provided as a public service to provide an understanding for Name Changes. It is an overview and should not be considered a legal reference.

## Albert S. Camplese Judge

ASHTABULA COURT OF COMMON PLEAS  
PROBATE/JUVENILE DIVISION



25 W. Jefferson St.  
Jefferson, OH 44047  
440-576-3451  
Hours: 8:00am - 4:30pm

# Name Changes

ASHTABULA COUNTY COURT OF COMMON  
PLEAS  
PROBATE DIVISION

ALBERT S. CAMPLESE  
JUDGE



# Name Changes

## WHO MAY APPLY?

If you've been an Ashtabula County resident for at least 1 year, you may apply for a name change for yourself or for your minor child.

## HOW DO I APPLY FOR A NAME CHANGE?

Applicants must appear in Court with picture identification. In addition to the forms provided by the court to be filled out, applicants must present a copy of their birth certificates. The filing fee is due at the time of filing.

After hearing is set by the Court for the name change, the applicant must publicize their name change, no less than 30 days prior to the hearing date, in a newspaper circulated to all of Ashtabula County.

## HOW MUCH DOES IT COST?

The filing fee for a name change is \$115 due to the Court. There are also costs associated with publishing, which are paid by the applicant to the circulating newspaper.

## HOW LONG DOES THIS PROCESS TAKE?

Hearings are set for 6-8 weeks after initial application is filed. As long as all requirements set forth are met, including timely publication, the name change process within the court will be completed at the time of the hearing.

## HOW DO I CHANGE THE NAME OF A MINOR?

In addition to the process previously outlined, the applicant must bring consent from both parents. If consent has not been given, a notice of hearing must be sent via certified mail to the non-consenting parents, at the cost of the applicant. Consent must be obtained or notice given to anyone who could be considered a parent of a child.

The judge will consider whether there is reasonable and proper cause for the change of name of a minor by looking at several factors, including those lined out in *In re Willhite*, 85 Ohio St. 3d 28, 32 (1999).

Additionally, children over the age of 12 must consent to the name change.

## WHY IS PUBLICATION REQUIRED?

The Ohio Revised Code requires publication of the name change. This creates a public record of the application. The publication must contain the current name of the applicant, the requested date name, date, time and location of hearing, the court, and the case number.

If applicant feels their safety would be jeopardized by publication, they may submit an Application to Waive Publication Requirement and Seal File for consideration by the Court. Approval is determined by the magistrate or judge.

## WHAT CAN I EXPECT AT THE HEARING?

The applicant must bring an Affidavit of Publication to the hearing, if not previously mailed.

The magistrate or judge will review the application and question the applicant and witnesses before issuing their decision. If the name change is for a minor, the magistrate or judge will also determine if both parents have consented to it and whether or not the name change is in the best interest of the minor.

## WHAT HAPPENS AFTER THE NAME CHANGE IS ORDERED?

The court will provide several certified copies of the order to the applicant. These copies may be presented to institutions, agencies, and other organizations as proof of name change. Copies requested at a later date will incur a fee of \$10 per copy.

## WHO SHOULD BE NOTIFIED OF THE NAME CHANGE?

The applicant should make a list of all creditors, agencies, schools, financial institutions, employers, and government offices that need to be notified of the new name. If the applicant was born in Ohio and the approved name change is significantly different from the name on the applicant's birth certificate, or is for a minor, notice should be given to the Ohio Department of Health, Division of Vital Statistics.

## CAN I GET THE NEW NAME ON THE BIRTH CERTIFICATE?

The name change order from the Court does not change an Ohio birth certificate. It does, however, become a part of the person's birth records if applicant notifies Vital Statistics. Only adoptions result in the issuance of a new birth certificate.

