

NAME CHANGE – MINORS

Filing Fee

\$111 for each child and for an objection \$111

There are specific packets for Minor Name Changes

Packets with forms and instructions can be purchased from local stationary stores or downloaded from the Deschutes County Circuit Court Website, www.courts.oregon.gov/deschutes.

Be sure the forms for the name change process comply with the Oregon Statutes.

The whole process will take about 2 months

The initial starting documents would be:

The Petition for Appointment of Guardian ad Litem re: Minor Name Change

Affidavit re: Minor Name Change (sworn by the parent filing the petition)

Order Appointing the Guardian ad Litem (for the Judge's signature)

Petition for Name Change of a Minor Child

Order to Show Cause (for the Judge's signature)

These are filed, given a case number, and sent to the Judge.

Once the **Order to Show Cause** is signed it is forwarded to the scheduler for a hearing date.

You will receive the date and time of the hearing in the mail.

Use that information to put onto the **Notice of Change of Name Hearing for Minor Child** and post it for 14 days. There is a bulletin board used for posting notices in the old Courthouse (1100 NW Bond).

(The form must be posted for at least 14 days before the Judge signs the General Judgment of Name Change for Minor Child.)

At the Change of Name Hearing

Please bring the following documents to court:

Notice of Change of Name Hearing for Minor Child

Affidavit of Proof of Posting Notice of Hearing (swearing you did do the required posting)

Proof of Mailing Notice of Hearing to Other Parent

Consent from other parent or

Affidavit for motion to waive notice to the other parent – minor child (indicates why other parent was not notified- shows all steps taken to contact that parent)

Consent from Minor 14 years or older

General Judgment of Name Change for Minor Child

The hearing is the time for people to object.

If no one objects and these documents have been filed, the judgment can be signed.

Once the judgment has been signed the child's new name is in effect.

Final Posting

After the Judge signs the **General Judgment of Name Change for Minor Child** you will be required to post your final notice - **Notice of Change of Name of Minor Child**.

This is posted for the amount of days the Judge fills in on the judgment (between 7-20 days) and should be posted on the same bulletin board in the Courthouse that you posted your first notice.

Final Steps

An **Affidavit of Proof of Posting Name Change of Minor Child** will need to be filed with the Court before a certified copy of the Judgment can be issued. The Judgment is your proof that the child's name has been legally changed.

If you have questions please call 388-5300 ext 2070 or 2080.