

HOW TO CHANGE YOUR CHILD'S NAME



Fill out and file these court forms to ask the court for a name change for your child:

- [Certificate of Counsel](#) (Local Form RI-C1032)
- [Civil Case Cover Sheet](#) (Form CM-010)
- [Petition for Change of Name](#) (Form NC-100)
- [Attachment to Petition to Change Name](#) (Form NC-110)
- [Order to Show Cause for Change of Name](#) (Form NC-120)
- [Decree Changing Name](#) (Form NC-130)

You will need two copies of each document. File all your papers with the copies at the clerk's office at the "public filing" window.

Publish the Order to Show Cause in a newspaper of general circulation once per week for 4 weeks in a row—ask your court for a list of qualified newspapers. Newspapers charge different fees, so call around.

Then go to your court hearing and the Judge will either grant or deny your request to change your child's name.

Do I have to tell the other parent about the name change?

Yes. Both parents have the right to know about a request to change their child's name. You must let the other parent know, even if you have sole custody of your child.

How do I let the other parent know about the name change?

Someone other than your self must serve (give to) the other parent, in person, a copy of all of the papers you filed at the court at least 30 days before your court date. Your server then needs to complete a *Proof of Service to Order to Show Cause* (Form NC-121). You must file the Proof of Service at the clerk's office at the "public filing" window.

What happens if the parents don't agree?

The judge will make a decision based of the best interests of your child. The judge will listen to everything you and your child's other parent have to say, look at the facts in your situation, and decide what would be best for your child.

If the judge finds that it would be best for your child to change his/her name, then you will get the court order. If the judge finds that it would not be best for your child to change his or her name, then the judge will deny your request.