

STEPS IN A NAME CHANGE FOR ADULT

DRAFT THE PLEADINGS

We will draft an Original Petition in which we make our request for the name change. Once drafted, we will send to you for your approval and signature. We will file the pleadings with the court and pay the court fees from your retainer.

FINGERPRINTS

The Texas Family Code requires that your background be checked by the Texas Department of Public Safety (DPS) prior to the judge considering your name change. We will provide you with a list of locations providing fingerprint services. You will then deliver your fingerprint card to us and we will send it to DPS for processing.

UPDATE THE COURT

It will take several weeks for your background check results to be sent to the Court from DPS. We will coordinate a final hearing date with the court coordinator once your results have been submitted.

COURT APPEARANCE AND FINAL ORDER

We will draft the Order Granting Name Change and present that order to the Court on our scheduled final hearing date. Before the judge can sign the order, we will ask you a few simple questions in a short hearing to “prove up” the name in front of the judge. Once the judge signs the order, you will be able to use that order to change your name on your birth certificate, driver’s license, and Social Security card.

