

Changing Your Name in Colorado



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The information provided in this document is meant for the sole use of Active Duty service members, retirees, their families, and other personnel eligible for legal assistance from the Space Base Delta 1 Legal Office. The information is general in nature and meant only to provide a brief overview of various legal matters. Rights and responsibilities vary widely according to the particular set of circumstances in each case. Laws can vary across states, services, and civilian jurisdictions and laws change from time to time. Do not rely upon the general restatements of background information presented here without discussing your specific situation with a legal professional.

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Marriage

Marriage is the most common reason to change your name, and it does not require a formal legal process outside of the marriage. First, obtain a marriage license. Then, go to a Social Security Administration office in person and file the forms needed to change your name. Once you have your new Social Security Card, you can change your name on any other documents. Do not forget to change your name in DEERS.

Other Name Change Situations:

To begin the process of changing either your name or a minor child's name in the State of Colorado, please visit https://www.courts.state.co.us/Self_Help/namechange/. This web address contains numerous forms and FAQs, which will assist you in this process.

Name Change for a Minor Child:

1. Obtain the required forms from the El Paso County courthouse. The required forms are:
 - Petition-Change of Name of Minor Child (JDF 421)
 - Notice to Non-Custodial Parent (JDF 422)
 - Consent of Non-Custodial Parent (JDF 423)
 - Request to Publish Notice to Non-Custodial Parent of Change of Minor's Name and Publication Order (JDF 424)
 - Notice to Non-Custodial Parent by Publication (JDF 425)
 - Order for Publication for Change of Name (JDF 426)
 - Public Notice of Petition for Change of Name (Minor/Adult) (JDF 427)
 - Final Decree for Change of Name (JDF 448)
 - Criminal background check (if child is 14 years or older)
2. Complete the forms and file in the county where the child lives UNLESS the child is the subject of a child support case, or a case involving allocation of parental responsibilities or parenting time in another county.
3. Along with the petition, the parent must also file a certified copy of the child's birth certificate. This must be the official birth record and not the complimentary document provided by certain hospitals.
4. Both parents must be present at the hearing, or proof of notice to a non-custodial parent must be provided to the court. If the other parent is deceased, a certified copy of the death certificate must be filed with the petition.

Name Change for an Adult (18+ years):

1. Obtain a fingerprint based criminal history report from both the Colorado Bureau of Investigation and the Federal Bureau of Investigation within 90 days of filing a name change petition.
2. Obtain the required forms from the El Paso County courthouse. The required forms are:
 - Instructions for Filing a Change of Name – Adult (JDF 432)
 - Petition For Change of Name – Adult (JDF 433)

- Order For Publication for Change of Name (JDF 426)
 - Public Notice of Petition for Change of Name (Minor/Adult) (JDF 427)
 - Final Decree for Change of Name (JDF 448)
3. **Petition:** This is the form which you will provide information regarding your name change to the court.
 4. **Order for Publication:** Complete this form but do NOT sign it. The judge will sign it if your petition is approved.
 5. **Public Notice:** This is the form you will take to the newspaper to publish your name change. All that is required of you is to fill in the name spaces. The court will complete this form when your petition is granted.
 6. **Final Decree:** The judge will sign this form. This form is returned to you only upon proof that you published the name change in the newspaper.
 7. When all of these forms have been completed, bring them to the courthouse in the county where you live. The name change can be filed either in county or district court.

NOTE: If you are trying to go back to your maiden name after a divorce, you must indicate that in your petition and final decree during the permanent orders hearing. Otherwise, it will have to be done in a separate case. To restore your name after a divorce, file JDF 1824 (Verified Motion and Affidavit for Name Restoration after Dissolution of Marriage) and JDF 1825 (Order for Name Restoration After Dissolution of Marriage). Both can be filed any time after the marriage decree is entered.