

THIRTEENTH JUDICIAL DISTRICT COURT

PETITION FOR ADULT
NAME CHANGE AND/OR
BIRTHDATE CORRECTION

***THIS PACKET IS FOR ADULTS WHO WANT TO
LEGALLY CHANGE THEIR NAME AND/OR
BIRTHDATE CORRECTION***

- Advisory
- Instructions
- Petition for Name Change and/or Birthdate Correction
- Order for Change of Name
- Request for Hearing
- Notice of Hearing

* FOR PURPOSES OF A NAME CHANGE AN "ADULT" IS ANYONE 14 YEARS OLD OR OLDER.

STOP

Please read this ADVISORY

1. REMEMBER – you are responsible for your case:
 - You must fill out the paperwork correctly,
 - You must request and(delete) attend hearings,
 - You must check whether the opposing party is filing paperwork
 - You must keep track of deadlines, etc.

2. READ the instructions. They are there to help you fill out these forms.

3. TAKE YOUR TIME filing out the forms. This paperwork will have some legal impact on your life.

4. Please, always use your case **caption** (example: Jane Doe v. John Doe, D-1329-DM-201300194) on all court papers, letters, and with the clerk's and judge's offices.

5. Please seek the advice of an attorney if:
 - a. you do not understand the forms
 - b. you are unsure about what to do
 - c. are uncomfortable with the information you must put on a form.

INSTRUCTIONS FOR A NAME CHANGE

<p>✓ STEP 1 - FILL OUT THE PETITION</p>	<ol style="list-style-type: none"> 1. Completely fill out the Petition for Name Change. 2. Petitioner = Your full current name on birth certificate 3. Include the reason for the change 4. Be sure to have your current and proposed name spelled correctly
<p>✓ STEP 2 - FILE YOUR PETITION</p>	<ol style="list-style-type: none"> 1. Make one copy of your completed Petition for Name Change for your records. 2. File the original and copy with the clerk's office 3. There is a fee of \$132. If you cannot afford the fee, you may fill out an Application for Free Process to have your fee reduced.
<p>✓ STEP 3 - OBTAIN A HEARING DATE FROM CLERK'S OR JUDGE'S STAFF</p>	<ol style="list-style-type: none"> 1. Fill out the Request for Hearing. 2. Fill out the Notice of Hearing (Leave the date and time blank. The Trial Court Administrator will fill in those blanks. 3. Please submit the original of both the Request & Notice of Hearing along with 2 copies (or more if needed to accommodate all parties entitled to notice) and self-addressed stamped envelopes for all parties entitled to notice. The Trial Court Administrator for the assigned judge will use the envelopes to mail out the notice of hearing to all parties listed
<p>✓ STEP 4 - GO TO YOUR HEARING</p>	<ol style="list-style-type: none"> 1. Fill out the Order for Name Change and/or Birthdate Correction and bring it with you to your hearing. 2. The judge will review the Order, and may have questions for you. 3. If everything looks in order, the judge will sign the order.
<p>✓ STEP 5 - FILE YOUR ORDER</p>	<ol style="list-style-type: none"> 1. After the judge signs the Order, take the signed Order to the court clerks so they can officially file the order. Once the order is officially filed, the name change is official. 2. Ask the court clerks to certify as many copies of the Order as you need. Social Security, the County Clerk, and other agencies will want certified copies of the Order. The fee for certified copies is \$1.50 per certification.
<p>✓ STEP 6 - RECORD YOUR ORDER WITH COUNTY CLERK</p>	<ol style="list-style-type: none"> 1. You need to record a certified copy of the Order with your County Clerk. 2. The County Clerk is <u>not</u> the same as the court clerks. <p>If you are unsure of where your County Clerk is located, check with the court clerk's office.</p>

STATE OF NEW MEXICO
COUNTY OF _____
13TH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR
_____, Petitioner

PETITION FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION

(you must live in the county where you are filing this Petition)

1. The Petitioner lives in _____ County, New Mexico.
2. This is a Petition for a name change and/or birth date correction involving a person(s) 14 years old or older.
3. The Petitioner seeks the following name change:

<i>Name on Birth Certificate</i>	<i>Proposed full name</i>	<i>Age</i>	<i>Date of Birth</i>

4. The Petitioner seeks a name change for the following reason(s):

5. Petitioner seeks a correction to the birth date listed on his/her birth certificate.
6. Petitioner's birth certificate currently lists his/her birth date as _____.
7. Petitioner's birth date is _____.
8. Facts supporting the correct birth date are: _____

STATE OF NEW MEXICO
COUNTY OF _____
13TH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR

_____, Petitioner

REQUEST FOR HEARING

Assigned judge: _____

Matters to be heard: ORDER FOR CHANGE OF NAME AND/OR BIRTHDATE
CORRECTION

Submitted by:

Name: _____

Address: _____

Telephone: _____

STATE OF NEW MEXICO
COUNTY OF _____
THIRTEENTH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR

_____, Petitioner

NOTICE OF HEARING

PLEASE TAKE NOTICE that the above-entitled cause is scheduled for hearing before the
Honorable _____, District Judge, for the date, time and place below:

Date: _____

Time: _____

- Place: [] District Courthouse, Highway 314 & Morris Road, Los Lunas, New Mexico
[] District Courthouse, 1500 Idalia Road, Building A, Bernalillo, New Mexico
[] District Courthouse, 700 E. Roosevelt Ave., Suite 60, Grants, New Mexico

Matter to be heard: ORDER FOR CHANGE OF NAME AND/OR BIRTHDATE
CORRECTION

Time allocated: _____

Trial Court Administrative Assistant

Parties entitled to notice:

a.	b.
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PLEASE SUBMIT THIS WITH STAMPED ENVELOPES
ADDRESSED TO ALL PARTIES OR ATTORNEYS ENTITLED TO
NOTICE; THE JUDGE'S ASSISTANT WILL USE THOSE ENVELOPES TO
GIVE PARTIES AND ATTORNEYS NOTICE OF THE HEARING DATE

STATE OF NEW MEXICO
COUNTY OF _____
13TH JUDICIAL DISTRICT COURT

No. _____

IN THE MATTER OF A PETITION
FOR NAME CHANGE AND/OR BIRTH DATE CORRECTION FOR
_____, Petitioner

ORDER FOR CHANGE OF NAME AND/OR BIRTH DATE CORRECTION

THIS MATTER came before the court for hearing upon a Petition for Change of Name and/or Birth Date Correction. The court examined the matter pursuant to NMSA 1978 Sections 40-8-1 to 40-8-3 and, being fully advised in the premises, FINDS:

1. This is a Petition for a name change and/or birth date correction involving a person(s) 14 years old or older.
2. [] The Petitioner has shown good cause why his/her birth date should be changed.
3. [] No sufficient cause has been shown why the name of the Petitioner should not be changed.
4. [] No sufficient cause has been shown why the date of birth of the Petitioner should not be changed to reflect the correct date of birth

IT IS THEREFORE ORDERED that:

A. The Petitioner currently named _____
born on _____ is hereby granted a NAME CHANGE
to _____.

The Petitioner currently named _____
born on _____ is hereby granted a BIRTHDATE
CORRECTION to _____.

B. That the Vital Statistics Bureau of the state where the Petitioner's birth certificate is
filed is ORDERED to amend and reissue the birth certificate to reflect the above
name and/or birth date change.

District Court Judge