

(d) In all cases, before a minor child's name may be changed, the parent or parents of the child shall be served with a copy of the petition. If the parent or parents reside within this state, service of the petition shall be made in person, except that if the location or address of the parent is unknown, service of the petition on the parent shall be made by publication as provided in this Code section. If the parent or parents reside outside this state, service of the petition on the parent or parents residing outside this state shall be made by certified mail or statutory overnight delivery if the address is known or by publication as provided in this Code section if the address is not known.

(e) Where a child resides with persons other than his parent or parents, a copy of the petition shall be served upon the person acting as guardian of the child in the same manner as service would be made on a parent.

(f) Upon the expiration of:

- (1) Thirty days from the filing of the petition if the person whose name to be changed is an adult;
- (2) Thirty days from the date of service upon the parent, parents, or guardian of a minor whose name is to be changed if the parent, parents, or guardian reside within this state; or
- (3) Sixty days from the date of service upon the parent, parents, or guardian of a minor whose name is to be changed if either the parent, parents, or guardian reside outside the state and the petition is served by mail,

and after proof to the court of publication of the notice as required in this Code section is made, if no objection is filed, the court shall proceed at chambers at such date as the court shall fix to hear and determine all matters raised by the petition and to render final judgment or decree thereon. For such service, the clerk shall receive the fees prescribed [in Code Section 15-6- 77](#), relating to fees of clerks of the superior courts for civil cases.

Please follow these steps:

1. Fill out the petition for name change neatly with black ink, being sure to include the reasons why you want to change your name.
2. File the petition for name change with the clerk of the _____ County Superior Court.
3. Within seven (7) days of filing the petition, you must publish the enclosed Notice of Petition to Change Name with the official legal organ (newspaper) of _____ County. This notice must run once a week for four weeks.
4. Submit to the Court proof that you have published the notice as required. Proof consists of an affidavit of publication from the newspaper AND photocopies of the notices as they appeared in the paper.
5. Thirty days or more after your petition was filed, and after you submitted proof to the Court of publication of the proper notice, the Court will set a date to hear the matter in chambers and to render a final judgment or decree.

**IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA**

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In Re: _____)
) Civil Action File No. _____
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PETITION TO CHANGE NAME

Petitioner, _____, files this Petition to Change Name and Shows the following:

1.

Petitioner, _____, resides at _____

In _____ County, Georgia.

2.

Petitioner is of the age of majority, having been born in _____
on _____ .

3.

Petitioner desires to change his/her name from _____ to
_____.

4.

The reasons such a change in name is requested are as follows:

5.

This Petition is not submitted with the intention of defrauding another of any rights.

WHEREFORE, Petitioner respectfully prays that his/her name be changed from _____ to _____.

Respectfully submitted, this _____ day of _____, 20____.

_____,
Petitioner *pro se*

Petitioner's Address

Petitioner's telephone number

IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA

In Re: _____

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) Civil Action File No. _____

VERIFICATION

Personally appeared before me the undersigned who on oath states that the facts set forth in this Complaint are true and correct to the best of her knowledge and belief.

_____,
Plaintiff *pro se*

Sworn and subscribed before me
This _____ day of _____, 20____.

Notary Public, State of Georgia

My Commission Expires _____.

**IN THE SUPERIOR COURT OF _____ COUNTY
STATE OF GEORGIA**

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In Re: _____)
) Civil Action File No. _____
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NOTICE OF PETITION TO CHANGE NAME

GEORGIA

_____ County

Notice is hereby given that _____, the undersigned, filed his petition to the Superior Court of _____ County, Georgia on the _____ day of _____, 20____, praying for a change in the name of petitioner from _____ to _____. Notice is hereby given pursuant to law to any interested or affected party to appear in said Court and to file objections to such name change. Objections must be filed with said Court within 30 days of the filing of said petition.

This _____ day of _____, 20_____.

Petitioner

