

**PROBATE COURT OF MADISON COUNTY, ALABAMA
INSTRUCTIONS FOR NAME CHANGE OF A MINOR**

REQUIREMENTS:

1. A current, non-expired State of Alabama issued Drive's License or State ID for each parent. Petitioner(s) must reside in and the ID should state a current Madison County address. Physical address is required. PO Box addresses will not be accepted. If the address on identification is not in Madison County, proof of residency will be required (i.e. utility bill, lease, etc.).
2. Certified copy of Minor's birth certificate. Birth Certificate must contain full names of parents and will remain with the Court as a permanent part of the file.
3. Completed, notarized Petition and Declaration for Minor Name Change
4. Filing fee of \$37.00

COMPLETING THE FORMS:

1. The Probate Office does not provide legal advice or assist with completing the Petition and Declaration for Minor Name Change.
2. The Probate Office does not provide notary services for the Petition and Declaration for Minor Name Change. Please have documents notarized prior to filing.
3. Petition and Declaration for Minor Name Change must be fully completed and legible – typewritten is preferred and recommended.
4. USE BLACK INK ONLY. Do not mark through or use liquid paper on the Petition and Declaration for Minor Name Change. Petitioner's signatures must be the same as identified on the birth certificate and signed before a notary public. Must use full names. Initials or nicknames will not be accepted.
5. Both parents are required to sign the petition.
6. If minor is over age 14, they must sign the petition where indicated.
7. Completed forms can be filed in person, mailed via USPS or overnight carrier. Please include a check or cashier's check, made payable to the Judge of Probate, in the amount of \$37.00 to:

Madison County Probate Judge's Office
100 North Side Square
Huntsville, AL 35801

PLEASE NOTE:

Consent from both parents is required. If a parent is deceased, the Probate Court will require an original death certificate to process the petition. If a parent's rights have been terminated the Probate Court will require a certified copy of the Court's order terminating parental rights. If the requirements set out above cannot be met for the Probate Court to process the petition and enter an order, the petitioning parent(s) may request a hearing. The Probate Court may choose to set a hearing on a petition for minor's name change for any reason deemed necessary.

STATE OF ALABAMA
MADISON COUNTY

IN THE PROBATE COURT
CASE NO. _____

PETITION AND DECLARATION FOR MINOR NAME CHANGE

TO: The Honorable Frank Barger, Probate Judge

COME NOW, _____ and _____ as Parents of
_____ and shows unto the Court as follows:

1. That Minor's present true, correct legal name is _____
2. Minor is a bona fide resident of Madison County, Alabama, has resided in said county for _____ months preceding this Petition and is currently residing at _____
3. That a true and correct certified copy of the Minor's birth certificate is attached hereto:
4. That the Minor's date of birth is ____ - ____ - ____ and the minor is ____ years of age
5. That the Petitioners are the true and lawful legal guardians of the minor child pursuant to law
6. That there are no pending or prior civil legal case(s) involving the minor child, or the Petitioner regarding or involving the child, such as but not limited to: custody, visitation, child support, contempt, domestic violence, adoption, protection from abuse, termination of parental rights, delinquency or dependency in any state, territory or possession of the United States or any foreign country;
7. That there is no federal, state, county or other governmental agency that has current or pending oversight, custody, or control over the minor child (such as Department of Human Resources -DHR, Juvenile Court, District Court, Circuit Court, etc.);
8. That the Minor has never been convicted of a felony or crime involving moral turpitude, is not currently facing criminal charges, and has never been a criminal defendant, ward, delinquent, dependent or Child in need of Supervision, in any federal, state, district or juvenile court in any state, territory or possession for the United States; and
9. That the Minor is not and has never been married.

Petitioner(s) desire(s) to change Minor's name because _____.

WHEREFORE, the premises considered, the Petitioner(s) pray that this Honorable Court will grant the Petitioners prayer, and issue an Order changing the Minor's name to _____.

Done this ____ day of _____, 20____.

Petitioner
Address: _____
Home Telephone No. _____
Work Telephone No. _____

Petitioner
Address: _____
Home Telephone No. _____
Work Telephone No. _____

Signature of Minor if 14 years of age or older

I, the undersigned authority, a Notary Public, in and for Madison County, Alabama, hereby certify that that said Petitioners, whose names are signed to the foregoing instrument, and who are known to me, acknowledged before me on this day, that being informed of the contents of said Petition, that he/she executed the same voluntarily on the day the same bears date.

STATE OF ALABAMA)
)
COUNTY OF MADISON)

SUBSCRIBED and SWORN to before me
this ____ day of _____, 20____

By: _____
Notary Public

My Commission Expires: _____