

Hours of Operation

Legal Assistance

(Attorney consults by appointment only)

Will Appointments

Please complete Will worksheet BEFORE you make a will appointment! Stop by or call our office for more information.

Italian Legal Assistance

(Attorney consults by appointment only)

Powers of Attorney/Notaries

Walk-ins: 0745 - 1630

You can complete power of attorney & will worksheets, and read information at <https://aflegalassistance.law.af.mil>

31 FW/JA
Unit 6140 Box 115
APO, AE 09604-0115
Building 1403, upstairs
DSN 632-7843 or
commercial 0434-30-7843

CHANGING YOUR NAME



31ST FW LEGAL OFFICE

Current as of April 2022

CHANGING YOUR NAME

Legally and permanently changing your name or your child's name is not just a matter of signing it differently from now on. Nearly all states require you to go through a formal, legal process to make the change.

THE PROCESS . . .

Most states require you to file a petition for a change of name in the courthouse of the county and state where you are a legal resident. The petition may require you to give the reason for the request. A petition typically will be denied only for "good cause;" such as the applicant having a history of criminal activity or bankruptcy. A court appearance normally is *not* required. After filing the petition and paying the processing fee, you will be notified some time later that the change is official. In some states, your proposed name change must be published in the Legal Notices section of the local newspaper.

Once you receive your new name, you must assume it immediately. This can be the hardest part of the process. You must change all legal documents that reflect your old name, such as your driver's license, voter registration, deeds, credit cards, bank and investment accounts, and your social security

number. For a woman going through a divorce, the easiest way to handle all of this is by requesting that the judge order a return of the maiden name as part of the divorce decree.

CHANGING A CHILD'S NAME

There is an added step for changing a child's name. In some states, you must seek the other biological parent's permission. In other states, you need to seek such permission only if you were previously married to the other parent. If after a reasonable effort you are unable to locate the other parent, you can normally proceed without his or her approval. Even when the other parent refuses to give permission to have the child's name changed, the name change may still be ordered by the court under certain circumstances.

CHANGING YOUR NAME OVERSEAS

You have a few options if you wish to change your name while overseas. First, you may write to relative or friend in your home state and have them get the proper paperwork and instructions from the courthouse. They can mail the papers to you to complete. Your relative or friend can then file the petition with the court and all you have to do is wait.

If you don't have someone who can help you in this way, you can also write directly to the clerk of the county courthouse and ask for assistance. You can also contact an attorney in your home state and pay him or her to do the work for you.

FOR FURTHER GUIDANCE...

Please visit the Social Security Administration website for further information at www.ssa.gov