

# **CHANGE OF NAME OR SEX**



**(ADULT)**

## **WHERE DO I FILE?**

**Name Change** - File in the circuit court for the county where you live.

**Sex Change** - File in any circuit court in Oregon. If you are also asking for a name change, file in the county where you live. You may file separate name and sex change forms in different counties. You will have to pay filing fees for both.

***Please note:*** Oregon Law mandates a name change record to be sealed if the party is a participant in the Address Confidentiality Program (ACP) or sex change record upon request. If you are requesting name *and* sex change and you are not a participant in the ACP, you cannot seal your entire case under the statute. You may wish to consult with an attorney prior to filing any pleadings that may jeopardize your request to seal your change of sex.

## **HOW MUCH DOES IT COST TO FILE?**

The filing fee is \$124.00, plus \$5.25 for each certified copy of the judgment.

## **HOW DO I FILE FOR MY NAME OR LEGAL SEX CHANGE?**

1. Fill out Form #1 - *Petition for Change of Name/ Sex*. Make sure you list your legal name as your current name. Choose the options that apply (name, sex, or both).
2. Fill out Form #2 - *Judgment for Change of Name/Sex*. Make sure your new name is written clearly and exactly how you want it changed. Choose the options that apply (name, sex, or both).
3. Fill out Form #3 – *Request for Certified Copies of General Judgment*

**When you are ready to file your paperwork you may appear at the Probate Counter for Name Change Orientation** located in the Clerk's Office (1<sup>st</sup> Floor Justice Services Bldg) on Monday - Friday (choose one day) from 8:30 a.m. to 9:00 a.m. Bring your forms and valid government issued photo ID with you when you file. The clerk will review your forms and give you a case number. Decide how many certified copies of the judgment you will need and present Form 3 to the cashier to pay the filing fee (\$124.00) and any certified copy fee (\$5.25).

***If you are not ready to file your paperwork, a clerk will be available at Name Change Orientation should you have any procedural questions.*** Please note that court staff is not allowed to give you legal advice.

## **DO I HAVE TO GO TO COURT AFTER I FILE?**

You do not appear in court or have a hearing. Your forms will be sent to a Judge for review and the certified copies of the judgment will be mailed to you in about 2 weeks from filing.

## **WHAT HAPPENS NEXT?**

The court will enter the judgment into the court's records. Your judgment is effective once it's entered. The court will send you the number of copies of the judgment for which you paid/requested in about two weeks from filing.

## **OTHER OFFICIAL RECORDS**

Changing your name or sex with the Court ***does not change your name or sex*** with other state or federal agencies; you must do this yourself. Changing official records (such as your driver's license, passport, and social security card) may require you to provide a certified copy of the signed General Judgment.

## **DO I NEED A LAWYER?**

Please note that these forms are designed to work for most people, but we cannot address all possible situations. **Court staff cannot provide legal advice.** These forms have been prepared by the Washington County Circuit Court for use in Washington County. They have not been approved by, and may not be accepted by, any other county in the State of Oregon. If these forms do not cover your situation, if you cannot understand these instructions, or if you have questions that are not covered by these instructions, please consult an attorney.

If you need help finding a lawyer, call the Oregon State Bar's Lawyer Referral Service at 503.684.3763 or 800.452.7636.

IN THE CIRCUIT COURT OF THE STATE OF OREGON  
FOR THE COUNTY OF WASHINGTON

**In the Matter of:**

**Case No:** \_\_\_\_\_

**PETITION FOR CHANGE OF**

**NAME**     **SEX**

*Adult*

\_\_\_\_\_  
*First*                      *Middle*                      *Last*  
Petitioner (*current name*)

I am the Petitioner. I am at least 18 years old or I have been emancipated by court order. I am not requesting the change of my name or gender for any purpose which is contrary to public policy. I ask the court for a judgment changing my (*check all that apply*):

name (*use complete names*)

*from:* \_\_\_\_\_  
*First*                      *Middle*                      *Last*

*To:* \_\_\_\_\_  
*First*                      *Middle*                      *Last*

sex to:     male     female     nonbinary

I have undergone surgical, hormonal, or other treatment appropriate to me for the purpose of affirming my gender identity

I ask that this record be SEALED by the court because: (*check all that apply*)

I am a participant in the Address Confidentiality Program under ORS 192.826

I am requesting a change of sex and I want the record to be sealed

I am a resident of Washington County (*if filing for name change or name & sex change*).

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***I hereby declare that the above statements are true to the best of my knowledge and belief. I understand they are made for use as evidence in court and I am subject to penalty for perjury.***

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (printed) (*current name*)

\_\_\_\_\_  
Contact Address                      City, State, ZIP                      Contact Phone

IN THE CIRCUIT COURT OF THE STATE OF OREGON  
FOR THE COUNTY OF WASHINGTON

In the Matter of:

Case No: \_\_\_\_\_

**GENERAL JUDGMENT FOR  
CHANGE OF**  
 **NAME**  **SEX**  
*Adult*

\_\_\_\_\_  
Petitioner (*current name*)

Based on the application by Petitioner, the court orders the following changes to Petitioner's:

**name** (*use complete names*)

From: \_\_\_\_\_  
*First Middle Last*

to: \_\_\_\_\_  
*First Middle Last*

**sex**  
to:  male  female  nonbinary

*For court use only:*

This record is ordered **SEALED** at Petitioner's request because  
 Petitioner has requested a change of sex and that the record be sealed. ORS 33.420(4) requires sealing in this circumstance.  
 Petitioner is a participant in the ORS 192.826 Address Confidentiality Program (ACP) and has requested *only a change of name*. No good cause exists to deny sealing.  
 SEALING is DENIED for this ACP petitioner seeking only a name change, based on this good cause: \_\_\_\_\_

**Certificate of Readiness per UTCR 5.100**

This judgment is ready for signature because it is submitted ex parte as allowed by statute.

Date: \_\_\_\_\_ Submitted by Petitioner: \_\_\_\_\_

**REQUEST FOR CERTIFIED COPIES OF  
GENERAL JUDGMENT  
(Form 3)**

Case Number: \_\_\_\_\_

Case Name: \_\_\_\_\_  
(Your Old Name)

Filing Fee: \$124.00

Number of Certified Copies Requested: \_\_\_\_\_

x \$5.25

Total Amt. Due: \_\_\_\_\_

Please take this for to the cashier to pay the filing fee and certified copy fee. **Leave this form with the cashier.**

Your copies will be mailed to you within 5 judicial days after the judgment is signed.

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Mailing Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_