

For help in completing this form, click on the yellow question marks or comment symbol for instructions. Please note that you *cannot* save this form. Once complete you will be able to print it, but not save it. Please make sure that your **Highlight Fields** option is on so that the fields that need to be completed are light blue in color on the form. Turn it on by clicking on the **Highlight Fields** button that is on the far right side of the purple message bar.

In the yellow highlighted area below where the infant is described as "his/her" or on the next page as "he/she", put a line through the gender that doesn't apply. For example: he/she

At a Term of the \_\_\_\_\_ Court of the State of New York, held in and for the County of \_\_\_\_\_ at the Courthouse thereof, located at \_\_\_\_\_, New York, on the \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.



PRESENT: HON. \_\_\_\_\_ Justice/Judge of the \_\_\_\_\_ Court  X

In the Matter of the Application of



\_\_\_\_\_

**INFANT NAME CHANGE ORDER**

For Leave to Change Name of Infant from

**INDEX NO.:** 



\_\_\_\_\_

to



\_\_\_\_\_ X



Upon the petition of \_\_\_\_\_, verified the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, asking for leave to change the name of the above named infant from \_\_\_\_\_ to \_\_\_\_\_, and the court being satisfied that the petition is true and that there is no reasonable objection to the change of name proposed; and it further appearing that the interests of the infant will be substantially promoted by the change.



NOW, on motion of \_\_\_\_\_, Petitioner(s), it is hereby



**ORDERED**, that \_\_\_\_\_, born on \_\_\_\_\_ in \_\_\_\_\_, whose Birth Certificate Number is \_\_\_\_\_, is hereby authorized to assume the name of \_\_\_\_\_ in place of **his/her** present name upon compliance with the provisions of this order, and it is further



**ORDERED**, that this order shall be entered and the papers on which it was granted be filed, prior to the publication herein directed, in the Office of the Clerk of the County of \_\_\_\_\_, wherein infant resides, and it is further

**ORDERED**, that:



Publication of a notice is waived and the file shall hereby be sealed and not opened *except* by further order of the Court;

Publication is required and, therefore, at least once within sixty (60) days after the signing of this order, a notice in substantially the form below, shall be published in the \_\_\_\_\_; 

 Notice is hereby given that an order entered by the \_\_\_\_\_<sup>1</sup> Court, \_\_\_\_\_<sup>2</sup> County, on \_\_\_\_\_, 20\_\_ Index No. \_\_\_\_\_<sup>3</sup>, a copy of which may be examined at the Office of the County Clerk, located in \_\_\_\_\_<sup>4</sup> County, at \_\_\_\_\_<sup>5</sup>, grants infant the right to assume the name of \_\_\_\_\_<sup>6</sup>. Infant's present name is \_\_\_\_\_<sup>7</sup>. Infant's address is \_\_\_\_\_<sup>8</sup>. Infant's place of birth is \_\_\_\_\_<sup>9</sup> on \_\_\_\_\_<sup>10</sup>,

Within ninety (90) days of the signing of this order, an affidavit of publication as herein directed shall be filed in the Office of the Clerk of the County of \_\_\_\_\_, and it is further



**ORDERED**, that:

-  The Office of the County Clerk serve by mail a copy of this Order upon the Division of Criminal Justice Services, Correspondence Unit, 4 Tower Place - 10th Floor, Albany, NY 12203-3764 within ten (10) days after this order is filed;
- The Petitioner(s) serve a copy of this order by mail upon \_\_\_\_\_ at \_\_\_\_\_ within ten (10) days after this order is filed and that proof of service be filed within twenty (20) days thereafter; and it is further

 **ORDERED**, that upon full compliance with the above provisions of this order, the infant shall be known by the name of \_\_\_\_\_, which **he/she** is hereby authorized to assume and by no other name.

DATED: \_\_\_\_\_, 20\_\_   
\_\_\_\_\_, New York

ENTERED:

 \_\_\_\_\_  
Justice/Judge