

FULTON COUNTY NAME CHANGE

Key information for Self-Represented Legal Process

Updated: 9/11/2024

Important Resources

Before you start the process:

- Read the [Fulton County Name Change Guide](#)

For any questions you have along the way:

- Visit the [Fulton County Clerk's Office](#) website

For additional support

- Contact GT LGBTQIA Resource Center Staff:
 - [William Britto](#)
 - [Karlie Burrell](#)
 - [Tegra Myanna](#)

The Process

STEP ONE

Fill out the following forms (and keep a copy of each):

- [Petition for Name Change](#)
- [Verification of Petitioner](#)
 - This must be notarized
 - [Student and Campus Event Centers](#) offers notary services to students with a valid BuzzCard
- [Notice of Petition](#)
- [Case Initiation Form](#)

Starter Information

Total Cost: ~\$330

- \$214 for the petition
 - \$250 after fees
- \$80 to publish notice in the court paper

Economic Support Resources:

- [GT Student Emergency Fund](#)
- [Trans Lifeline Name Change Microgrants](#)
- [Advocates for Trans Equality Name Change Project](#)

Legal Support Resources:

- [TRANScending Barriers Atlanta](#)
- [Legal Aid Atlanta](#)



**LGBTQIA
Resource Center**
Lesbian, Gay, Bisexual, Transgender,
Queer, Intersex, Asexual

STEP TWO

File your forms:

File the 4 forms from Step 1 at [eFileGA](#)

- It will ask you to include plaintiffs and defendants. **These fields need to be filled as follows:**

- **Plaintiffs:** Full Deadname, Full name
- **Defendants:** Ex Parte

Once this is done, **write down your case number** - you'll need it later in **Step 4**

STEP THREE

Publish your notice of petition:

Publish via the [South Fulton Neighbor](#)

- Make sure it runs once a week for 4 weeks.

Once it has run for the 4th week, you should be emailed a publisher's affidavit (proof that the petition has been published), and you will need to **file it into your case**

- (if they don't email you, you can find it on [inklynk](#)).

When you file the affidavit, use a PDF editor to scrub the extraneous pages. It should just be the signed affidavit page and the plain text of your notice

File this affidavit into the existing case through [eFileGA](#) the online portal in step 2.

Final Steps

STEP FOUR

Request a court date:

To request a court date, email:

SCA.Virtualchange@fultoncountyga.gov

- Remember to **include your case number**
- Make sure the court date is scheduled enough in advance that your published petition has run for a total of 4 weeks

STEP FIVE

Attend your court date:

The court meeting is typically a 15-20 minute meeting via Zoom

Make sure to bring the following items:

- Photo Identification
- Publisher's Affidavit

STEP SIX

Final decree:

You can get an eCertified PDF which is valid for any digital submissions for changing your name via [Fulton County Acquire Certified Copies](#)

For physical submissions (like updating your passport) go to the Clerk's office at 185 Central Ave, Suite TG200, Atlanta