

Petition for Name Change of Minor (under 18 years of age)

-Petitions for name changes are heard in the Courtroom assigned to hear civil motions on Monday, Tuesday and Thursday mornings promptly at 8:45 a.m. Late petitions will not be heard. This is open motions court, so appointments are not needed.

-Petitions must be fully completed and signed prior to presentation. A copy of the minor's birth certificate must be available at the time the Petition is presented and at the time of the hearing. **DO NOT** write the minor's full name in the caption. Instead, use the initials of the minor's first and last name. **DO** use the minor's full name while filling out the body of the petition.

-There will be a filing fee of \$180 to be paid in the Prothonotary's office immediately after motions court. This is payable by cash, check or credit card. The filing fee to the Prothonotary may be waived if certain income guidelines are met. See the law librarian for more details on the In Forma Pauperis petition. Proof of eligibility is required. Filing fees are subject to change.

-Petitions for a judicial name change may carry the requirement of fingerprinting and advertising in the local newspaper and the local legal journal (administered by the Beaver County Bar Association (724) 728-4888). Fees for the Beaver County Legal Journal (approximately \$124.00), the Beaver County Times (approximately \$194.00) and a fingerprinting fee (\$20.00) for children thirteen or older cannot be waived. Fees are subject to change. Additional notice requirement applies if both parents are not joint petitioners.

-Petitioner will have a present valid photo identification at the time of the hearing and have the birth certificate of the minor.

-No court staff may give legal advice. If you have any questions, you should contact a lawyer. If you need assistance in locating a lawyer you should contact the Beaver County Bar Association Lawyer Referral Service at www.bcba-pa.org or (724) 728-4888.

-If the Petition is denied, the fees will not be reimbursed.

-Petitioner must attach a Certificate of Compliance Form to petition prior to presenting in Civil Motions Court.

-Failure to properly follow the requirements may result in the petition being denied or continued.

-For more information about the process, please visit:

<https://www.palawhelp.org/resource/changing-your-name?ref=up2Py>

**IN THE COURT OF COMMON PLEAS OF BEAVER COUNTY
PENNSYLVANIA**

IN THE MATTER OF
PETITION FOR CHANGE OF NAME OF

No. _____

Petitioner's Name

o/b/o

Minor Child

Type of Pleading:
Petition for Name Change of minor

Filing Party's Information:

Name: _____

Address: _____

Telephone: _____

Email: _____

**IN THE COURT OF COMMON PLEAS OF BEAVER COUNTY
PENNSYLVANIA**

IN THE MATTER OF
PETITION FOR CHANGE OF NAME OF

No. _____

o/b/o
Petitioner's Name

Minor Child

PETITION FOR CHANGE OF NAME OF MINOR

The Petitioner(s) requests that this Court order a change of name for _____
a minor child and in support thereof represents as follows:

1. Petitioner, _____, whose date of birth is _____
presently resides at _____
in the County of Beaver.

2. Co-Petitioner, _____, whose date of birth is _____
presently resides at _____
in the County of Beaver.

3. Petitioner(s) requests the Court to change the name _____,
a minor child whose date of birth is _____, and who is residing with the
Petitioner(s) at the above address.

4. Parents of the minor child are _____ and
_____.

5. Petitioner(s) request the change of name for the following reason:

6. There are no judgments or decrees pending against the minor child.
7. Petitioner is a U.S. Citizen.
8. Minor is a U.S. Citizen.

WHEREFORE, Petitioner(s) respectfully request that this Court enter an Order changing the name of minor child from _____ to

_____.

Respectfully submitted,

Petitioner's Signature

Petitioner's Name (print)

Relationship to Minor

Co-Petitioner's Signature

Co-Petitioner's Name (print)

Relationship to Minor

**IN THE COURT OF COMMON PLEAS OF BEAVER COUNTY
PENNSYLVANIA**

IN THE MATTER OF
PETITION FOR CHANGE OF NAME OF

No. _____

o/b/o
Petitioner's Name

Minor Child

VERIFICATION

I, _____ and _____
Petitioner(s) herein, hereby verify that the information contained in the Petition for Change of
Name is true and correct to the best of my knowledge, information and belief. This verification is
made subject to the penalties of 18 Pa.C.S. §4904 relating to unsworn falsification to authorities.

Petitioner's Signature

Co-Petitioner's Signature

**IN THE COURT OF COMMON PLEAS OF BEAVER COUNTY
PENNSYLVANIA**

IN THE MATTER OF
PETITION FOR CHANGE OF NAME OF

No. _____

Petitioner's Name

Minor Child

ORDER

AND NOW, this ____ day of _____, 20____, upon the motion of the petitioner, it is ORDERED and NOTICE is hereby given that a hearing upon the Petition of _____, Petitioner, to change the name of _____, a minor, to _____ is fixed for _____ at _____:_____ .m. in Courtroom No. _____ of the Beaver County Courthouse, Beaver, Pennsylvania, when and where all interested parties may appear and show cause, if any, why the request of the petitioner should not be granted.

The petitioner is directed to give notice of the filing of the petition and of the date of the hearing by publication in a newspaper of general circulation in Beaver County, and the Beaver County Legal Journal and bring proof of publication at the time of hearing. Further, the petitioner shall serve a copy of this petition and order scheduling the hearing on any other parent(s) who is not joining in this petition at least twenty (20) days prior to the hearing by certified mail, restricted delivery or personal service as set forth in Pa.R.Civ.P. 440 and Pa.R.Civ.P. 76 (competent adult). Petitioner shall file proof of service in the office of the Prothonotary.

BY THE COURT:

Presiding Judge

**IN THE COURT OF COMMON PLEAS OF BEAVER COUNTY
PENNSYLVANIA**

IN THE MATTER OF
PETITION FOR CHANGE OF NAME OF

No. _____

Petitioner's Name

Minor Child

NOTICE

AND NOW, this ____ day of _____, 20____, upon the motion of the petitioner, it is ORDERED and NOTICE is hereby given that a hearing upon the Petition of _____, Petitioner, to change the name of _____, a minor, to _____ is fixed for _____ at ____:____.m. in Courtroom No. _____ of the Beaver County Courthouse, Beaver, Pennsylvania, when and where all interested parties may appear and show cause, if any, why the request of the petitioner should not be granted.

**IN THE COURT OF COMMON PLEAS OF BEAVER COUNTY
PENNSYLVANIA**

IN THE MATTER OF
PETITION FOR CHANGE OF NAME OF

No. _____

o/b/o
Petitioner's Name

Minor Child

ORDER

AND NOW, this ___ day of _____, 20___, upon consideration of the attached petition of _____ for change of name of minor, and upon presentation of proof of publication of notice as required by law, with proof that there are no judgments or decrees of record or any other matter of like character against petitioner, it is hereby ORDERED that the name of _____ is changed to _____
_____.

BY THE COURT:

Presiding Judge

CERTIFICATE OF COMPLIANCE

RE: ACCESS TO COURT CASE RECORDS

CASE NO: _____

I certify that this filing complies with the provisions of the Public Access Policy of the Unified Judicial System of Pennsylvania: Case Records of the Appellate and Trial Courts that require filing confidential information and documents differently than non-confidential information and documents.

Submitted by:

Printed Name

Signature:

Name:

Attorney No. (if applicable):
