

SUMMARY OF NAME CHANGE PROCEDURES IN WISCONSIN

Eligibility

In order to petition the Circuit Court for a change of name, you must meet the following criteria:

You must be a resident of Wisconsin.

If the person whose name is to be changed is a minor under 14 years of age, this petition may be made by:

1. **Both parents** if living, or the survivor of them;
2. **The legal guardian** or person having legal custody of the minor if both parents are dead or if the parental rights of both parents have been terminated by judicial proceedings.
3. **The mother**, if the child is a non-marital child who is not adopted or whose parents do not intermarry, and if paternity of the minor has not been established.
4. **One parent of a minor with two living parents and paternity has been established.** **NOTE:** In this situation, in addition to filing a copy of the required notice with proof of publication, the petitioning parent must also file proof of service, or proof that a reasonable attempt to find and provide notice to the non-petitioning party was made, with the court. If the non-petitioning parent does not appear at the hearing or otherwise answer the petition and notice, the action may proceed. If the non-petitioning parent appears at the hearing or otherwise answers the petition and shows that he or she has not abandoned the minor, or failed to assume parental responsibility for the minor, the court shall require the consent of the non-petitioning parent before changing the name of the minor.

If you hold a professional license (other than a license to teach in the public schools) and your name change is for a reason other than marriage or divorce, you may need the approval of your licensing board or commission to change your name to a name other than the name on your license. Contact the appropriate board to learn its requirements.

Documents

The packet includes these required four forms:

1. **Petition for Change of Name**
2. **Order for Hearing**
3. **Notice of Hearing**
4. **Order for Change of Name**