

**SUPERIOR COURT OF CALIFORNIA, COUNTY OF SONOMA**  
**Probate Division**  
**600 Administration Drive, Room 107-J**  
**Santa Rosa, CA 95403-2878**  
**(707) 521-6500**  
<http://sonoma.courts.ca.gov/>

**CHANGE OF NAME AND GENDER PACKET**

**\$1.75**

The fee for filing a *Change of Name and Gender* is **\$435.00** payable at the time of filing. You may qualify to have this fee waived. The following forms may be obtained on the <http://sonoma.courts.ca.gov/> website or at from the Courthouse: *Information Sheet on Waiver of Court Fees and Costs FW-001-INFO Application for Waiver of Court Fees and Costs (FW-001)* and *Order on Application for Waiver of Court Fees and Costs (FW-003)*. If you qualify to have the fees waived submit these forms with your Petition for Change of Name.

Included in this packet are the forms you will need when applying for a change of name and gender. After you have completed the forms make two photocopies of each of the forms you will be presenting to the court.

Civil Case Cover Sheet .....	CM-010
Petition for Change of Name and Gender .....	NC-200
Declaration of Physician .....	NC-210
Name and Information About the Person Whose Name is to be Changed .....	NC-110
Order to Show Cause for Change of Name and Gender .....	NC-220
Decree Changing Name and Gender .....	NC-230

**INFORMATION ABOUT NAME CHANGE PETITIONS**

The originals of the forms and at least one copy must be submitted with the filing fee. Using your endorsed copy, you will need to make additional copies for service on those persons, if any, that must receive them before the Court considers your petition.

Include a self-addressed, stamped envelope with your documents. This will be used by the Clerk's Office to return your documents to you.

- 1. Documents to File:** File a Civil Case Cover Sheet, Petition for a Change of Name and Gender, Attachment to Petition for Change of Name, "Declaration of Physician", Order to Show Cause for Change of Name and Gender, and Decree Changing Name and Gender with the court along with the filing fee. Enclose a check in the amount of \$25.00 for each certified copy of the decree you require and a self-addressed, stamped envelope. This will eliminate the need for you to come back to the Clerk's Office to have copies made at a later time.

Pursuant to CCP 1279.5, the Court is required to contact the California Justice Information System and California Law Enforcement Telecommunications System to determine if the applicant is under the jurisdiction of the Department of Corrections or is a registered sex offender.

2. **Calendar Date:** After the petition is filed with the court, you will be assigned a court. The court date will be approximately 45 days from the date you file the petition.
3. **Publish the Order to Show Cause:** You must take a copy of the Order to Show Cause for Change of Name and Gender to a newspaper for publication. The notice will be published once a week for four weeks. CCP 1277(a) (For a list of local newspapers please see below).
4. **Proof of Publication:** You must file the Proof of Publication with the Clerk's Office 7 days prior to the court date. (Some newspapers mail this to us for you, others do not. Please check with the newspaper to verify their procedure).
5. **Tentative Ruling Phone Number:** On the day before your court hearing, call the tentative ruling line after 11:00 a.m. at (707) 521-6881. You will hear recorded information regarding your case. If the judge has approved your petition for change of name, you will not need to appear in court. You may also check the Court=s website (<http://sonoma.courts.ca.gov/online-services/tentative-rulings#trp>) for the tentative ruling.
6. **Your copy or copies, of the "Decree Changing Name and Gender" will be mailed to you.**

**ADJUDICATED NEWSPAPERS IN SONOMA COUNTY**

<u>THE CLOVERDALE REVEILLE</u>	P.O. Box 157	Cloverdale, CA 95425	(707) 894-3339
<u>THE COMMUNITY VOICE</u>	P.O. Box 2038	Rohnert Park, CA 94927	707) 584-2222
<u>THE HEALDSBURG TRIBUNE</u>	P.O. Box 518	Healdsburg, CA 95448	(707) 433-4451
<u>PETALUMA ARGUS-COURIER</u>	P.O. Box 1091	Petaluma, CA 94953	(707) 762-4541
<u>THE PRESS DEMOCRAT</u>	427 Mendocino Ave.	Santa Rosa, CA 95401	(707) 546-2020
<u>THE SONOMA INDEX TRIBUNE</u>	P.O. Box C	Sonoma, CA 95476	(707) 938-2111
<u>SONOMA WEST TIMES &amp; NEWS</u>	P.O. Box 521	Sebastopol, CA 95473	(707) 823-7845
<u>THE TIMES</u>	P.O. Box 799	Windsor, CA 95492	(707) 838-9211