

**INSTRUCTIONS FOR FILING A PETITION FOR ADULT NAME CHANGE**

Effective October 1, 2009, fingerprinting requirements have changed. The Supreme Court has not yet modified these instructions. Please ask the Clerk for local instructions.

This packet is to be used when trying to have your name changed as an adult. A filing fee of \$401.00 is payable to the Brevard County Clerk of Courts by cash, check, cashier's check, money order, debit card, American Express, Discover, Master Card or Visa.

**Procedure:**

1. Complete ALL forms in the packet. *Do not leave anything blank.* All forms in this packet apply and need to be completed.
2. Once the forms are completed and notarized, make yourself a copy of each form.
3. File ALL originals, the fingerprint card and your filing fee with the Clerk of Court. You may submit the paperwork either by U.S. mail to P. O. Box 219, Titusville, FL 32781-0219 or by visiting one of the Clerk of Courts locations.

**NORTH BREVARD SERVICE COMPLEX**  
400 South Street, 2<sup>nd</sup> Floor  
Titusville, Florida

**MELBOURNE COURTHOUSE**  
51 S. Nieman Avenue  
Melbourne, Florida

**MOORE JUSTICE CENTER**  
**Viera Complex**  
2825 Judge Fran Jamieson Way  
Viera, Florida

**MERRITT ISLAND OFFICE**  
2575 North Courtenay Parkway  
Room 129  
Merritt Island, FL

**PALM BAY OFFICE**  
450 Cogan Drive S. E.  
Palm Bay, FL

4. The Judge assigned to your case will be reflected on your filing fee receipt or you may contact the Clerk of Court to find out the judge assigned to your case.
5. Contact the assigned judge's office and set the hearing for an adult name change.
6. Attend the hearing.

*If you would like to have someone notarize or look over the completed forms before you file them, contact the Family Pro Se Coordinator at 321-633-7780 or email [prosecoordinator@brevardclerk.us](mailto:prosecoordinator@brevardclerk.us) to set an appointment.*