

**IN THE CIRCUIT COURT OF THE EIGHTEENTH JUDICIAL CIRCUIT IN
AND FOR BREVARD COUNTY, FLORIDA**

CASE NO. _____ DR _____-05N

_____,
Petitioner,
_____ /

CASE CHECKLIST



Petition for Name Change- Child(ren)



The Checklist lists the minimum requirements and may not be all-inclusive for every case. If you have any questions or concerns about your case, you should consult an attorney. The Checklist and instructions provided herein should not be substituted for legal advice from an attorney. Some forms can be found online at: <https://www.flcourts.gov/>

All completed forms must be returned to the Brevard Clerk of the Court or electronically filed through the Florida State E-Filing Portal (www.myflcourtaccess.com).

If you need to reach a Family Pro Se Coordinator with the Brevard Clerk of Court Self Help Center, please contact (321) 633-7780 or ProSeCoordinator@brevardclerk.us.

For more information you can visit: <https://www.brevardclerk.us/pro-se-information>

Documents/ Pleadings Required	Date of Filing
Petition for Name Change- Child(ren) 12.982(c) 	
Cover Sheet for Family Court Cases 12.928 	
Certified Copy of Birth Certificate of Child(ren)	
State and National Criminal Background Check of Parent(s)	
Notice of Confidential Form Confidential Form	
Driver's License or Florida ID of Parent(s) showing residency in Seminole County (copy)	

<p>Designation of Email Address</p> <p>12.915</p> 	
<p>Consent affidavit of other parent if only one parent files the petition</p> <p>12.982(d)</p>  <p>--OR--</p> <p>proof of personal service on the non-consenting parent if a Florida resident</p> <p>--OR--</p> <p>proof of constructive service on the other parent if the whereabouts are unknown (with a completed affidavit of diligent search)</p>	
<p>Final Judgment of any other name changes if applicable (copy)</p>	