

**JAMES A. FREDERICKA, JUDGE  
TRUMBULL COUNTY PROBATE COURT  
161 High Street  
Warren, Ohio 44481  
330-675-2521  
Fax 330-675-3024  
www.trumbullprobate.org**

### **ADULT NAME CHANGE**

**What will it cost?** The court collects a \$142.00 deposit when the application is filed. You may call the court with your case number prior to the hearing to find out what the approximate balance due will be. **\*\*The Probate Court accepts payment by cash, check, and money order only. The Court does not accept payment by debit or credit cards.\*\***

**What will it do?** The name change, if approved, will change your legal name. Your birth certificate will be changed to reflect the new name but will note that a legal change of name has been granted.

**What do I do?** You will need to complete the enclosed one-page application. **Please note: You must be a resident of Trumbull County for at least one year prior to filing the application for a name change.** Please type or print legibly in blue or black ink and sign the application; this is an official court document. If you use a middle name, don't forget to include it on the application. If you are restoring your maiden name after a divorce, a certified copy of your divorce decree is required. A certified copy of your birth certificate is required.

**What should I expect?** Once the application has been accepted for filing, you will receive a notice of the hearing date. The hearing will be approximately two months from the date the application was filed.

On the day of the hearing you will come to the Probate Court. The hearing lasts about fifteen minutes and will be before a magistrate. The magistrate will review the application and make a recommendation to the Judge.

If the application is approved, you will be provided a certified copy of the judgment entry upon payment of the balance of court costs due. There is a \$1.10 charge for each additional certified copy of the judgment.

If you have any questions, please do not hesitate to contact the court. The clerks are prohibited from offering legal advice, but we will gladly assist you with any clerical questions.

## WEBCHECK INSTRUCTIONS

1. The Trumbull County Sheriff's Department shall run a criminal background check, using the WEBCHECK system, on all prospective adoptive parents and on applicants for guardianships, estates, name changes or trusts as determined by the Court.
2. Upon completion of the attached WEBCHECK form, the applicant shall take it to the Trumbull County Sheriff's Department, located at 150 High Street, 330-675-2540. WEBCHECKS are conducted on Tuesday's from 7:30 am to 11:30 am and from 1:00 pm to 2:30 pm.
3. The fee to conduct a WEBCHECK is \$25.00 for BCI checks (the entire state of Ohio), the fee shall be paid by the applicant to the Sheriff's Department at the time of the check. The fee is payable in **cash or money order only**. **If the applicant has not lived in the state of Ohio for the past five years, a federal check shall be administered. The cost to conduct a federal check is an additional \$30.00 for a combined fee of \$55.00.**
4. In addition to the money and WEBCHECK form, the applicant must also bring their driver's license.
5. As the applicant, it is very important to have the WEBCHECK administered, since a hearing will not be held until the results of the WEBCHECK have been received by the Probate Court.



**PROBATE COURT OF TRUMBULL COUNTY, OHIO  
JAMES A. FREDERICKA, JUDGE**

**IN RE: CHANGE OF NAME OF** \_\_\_\_\_  
(Present Name)

**TO** \_\_\_\_\_  
(Name Requested)

**CASE NO.** \_\_\_\_\_

**APPLICATION FOR CHANGE OF NAME OF ADULT  
[R.C. 2717.01]**

The applicant states that the applicant is an adult and has been a bona fide resident of \_\_\_\_\_ County, Ohio, for at least one year immediately prior to the filing of this application.

The applicant requests a change of name from \_\_\_\_\_  
to \_\_\_\_\_  
for the following reason: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

The applicant states that the applicant will cause notice of the application to be published once in a newspaper of general circulation in this county at least thirty (30) days before the hearing on this application.

The applicant states that the applicant

- 1) \_\_\_\_\_  has  has not been convicted of, pleaded guilty to, or been adjudicated a delinquent child for identity  
initials fraud.
- 2) \_\_\_\_\_  has a  has no duty to comply with R.C. 2950.04 or R.C. 2950.041 because the applicant was  
initials convicted of, pled guilty to, or was adjudicated a delinquent child for having committed a sexually oriented offense or a child-victim oriented offense.

\_\_\_\_\_  
Attorney for Applicant

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Telephone Number (include area code)

\_\_\_\_\_  
Telephone Number (include area code)

Attorney Registration No. \_\_\_\_\_

**CASE NO.** \_\_\_\_\_

**JUDGMENT ENTRY SETTING HEARING AND ORDERING NOTICE**

The Court orders this application set for hearing on the \_\_\_\_\_ day of \_\_\_\_\_, at \_\_\_\_\_ o'clock \_\_\_\_\_.m. The applicant is ordered to cause notice of the application to be given by one publication in a newspaper of general circulation in this county at least thirty (30) days prior to the hearing date as required by law.

\_\_\_\_\_  
Probate Judge

By: \_\_\_\_\_  
Deputy Clerk