

STATE VITAL RECORDS OFFICE USE ONLY
Certificate Number _____
New Name _____

- Type or print in **BLACK INK**.
- Do **NOT** use cross-outs, erasures, write-overs, correction fluid, or correction tape. If mistakes are made, prepare a new form.
- If you have questions regarding this form, call **(608) 267-7821**.

PENALTIES: Any person who willfully and knowingly supplies any false information with the intent that the information be used in the preparation or amendment of a birth certificate is guilty of a Class I felony [a fine of not more than \$10,000 or imprisonment of not more than three years and six months, or both, per s. 69.24(1), Wis. Stats.].

I GENERAL	<ul style="list-style-type: none"> Is the name given at birth (the one currently listed on the birth certificate) to be changed by this court order? <input type="checkbox"/> Yes <input type="checkbox"/> No If "NO", do not use this form. Do not send a name change notice to the State Vital Records Office. If the legal change of name order involves a change of surname for an entire family (husband, wife and children), only the birth certificate of the husband and children are affected and separate forms and fees are to be submitted for each person. A PERSON REQUIRED TO REGISTER AS A SEX OFFENDER MAY NOT CHANGE HIS OR HER NAME, per s. 301.45, Wis. Stats. (Class H felony). 																
II CURRENT BIRTH INFORMATION	<p>Complete the following section about the person whose birth certificate is to be changed by this court-ordered name change. Enter the facts that are currently recorded on the birth certificate on file in the State Vital Records Office. If the information does not match the certificate currently on file, the form will be returned for re-processing.</p> <table border="1"> <tr> <td>FIRST NAME</td> <td>MIDDLE NAME</td> <td>SURNAME</td> <td>TITLE (e.g., Jr.)</td> </tr> <tr> <td>SEX <input type="checkbox"/> Male <input type="checkbox"/> Female</td> <td>DATE OF BIRTH (Month / Day / Year)</td> <td>CITY OF BIRTH</td> <td>COUNTY OF BIRTH</td> </tr> <tr> <td colspan="2">MOTHER'S FIRST NAME</td> <td colspan="2">MOTHER'S BIRTH SURNAME</td> </tr> <tr> <td colspan="2">FATHER'S FIRST NAME</td> <td colspan="2">FATHER'S BIRTH SURNAME</td> </tr> </table>	FIRST NAME	MIDDLE NAME	SURNAME	TITLE (e.g., Jr.)	SEX <input type="checkbox"/> Male <input type="checkbox"/> Female	DATE OF BIRTH (Month / Day / Year)	CITY OF BIRTH	COUNTY OF BIRTH	MOTHER'S FIRST NAME		MOTHER'S BIRTH SURNAME		FATHER'S FIRST NAME		FATHER'S BIRTH SURNAME	
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FATHER'S FIRST NAME		FATHER'S BIRTH SURNAME															
III NEW NAME	<p>This court orders the State Vital Records Office to change the birth name recorded on the birth certificate for the person named in Part II to</p> <table border="1"> <tr> <td>FIRST NAME</td> <td>MIDDLE NAME</td> <td>SURNAME</td> <td>TITLE (e.g., Jr.)</td> </tr> </table>	FIRST NAME	MIDDLE NAME	SURNAME	TITLE (e.g., Jr.)												
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IV MARRIAGE RECORD CHANGE	<p>This court orders that the State Vital Records Office change the birth name recorded on the Wisconsin marriage certificate* for the person named in Part II to the name listed in Part III.</p> <p>*The court order must state that the Wisconsin marriage certificate is to be amended. The State Vital Records Office only changes the name recorded on the marriage certificate of the person named in Part III if Part IV is completed.</p> <p>NOTE: Do not use this form for surname changes that occur from marriage or from resuming use of a maiden name or former married surname.</p> <table border="1"> <tr> <td>DATE OF MARRIAGE (Month / Day / Year)</td> <td>COUNTY OF MARRIAGE</td> <td>CITY OF MARRIAGE</td> </tr> <tr> <td colspan="2">NAME AT TIME OF MARRIAGE - GROOM (First / Middle / Birth Surname)</td> <td>NAME AT TIME OF MARRIAGE - BRIDE (First / Middle / Birth Surname)</td> </tr> <tr> <td colspan="2">CURRENT NAME - GROOM (First / Middle / Surname)</td> <td>CURRENT NAME - BRIDE (First / Middle / Surname)</td> </tr> </table>	DATE OF MARRIAGE (Month / Day / Year)	COUNTY OF MARRIAGE	CITY OF MARRIAGE	NAME AT TIME OF MARRIAGE - GROOM (First / Middle / Birth Surname)		NAME AT TIME OF MARRIAGE - BRIDE (First / Middle / Birth Surname)	CURRENT NAME - GROOM (First / Middle / Surname)		CURRENT NAME - BRIDE (First / Middle / Surname)							
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COURT SEAL MUST
BE PRESENT

CERTIFICATION OF CLERK OF COURT OR DEPUTY

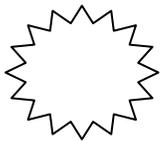
I hereby certify to the following: The name change recorded in Part III for the person named in Part II is granted

in Branch # _____ of _____ County Court of the state of _____
(Name of County) (Name of State)

The effective date of this order is _____ Court Case Number _____
(Month/Day/Year) (Court Case Number is **MANDATORY**.)

SIGNATURE _____ Date _____
(Signature of Clerk of Court or Deputy) (Month/Day/Year)

NAME (Typed or Printed) – Clerk of Court or Deputy _____



COURT SEAL

SEND CERTIFIED COPY OF AMENDED CERTIFICATE(S) TO: (Name)	DAYTIME TELEPHONE NUMBER
MAILING ADDRESS - Street Address	City State ZIP Code

VITAL RECORDS FEES

- Change of birth certificate \$ 10.00 _____
- Change of marriage certificate \$ 10.00 _____
- One certified copy of the amended birth certificate \$ 20.00 _____
- One certified copy of the amended marriage certificate \$ 20.00 _____
- Each additional copy of the amended birth certificate issued at the same time as the first copy X \$ 3.00 _____
No. of Copies
- Each additional copy of the amended marriage certificate issued at the same time as the first copy X \$ 3.00 _____
No. of Copies

Make check or money order payable to: **State of Wis. Vital Records**

TOTAL _____

Send this properly completed, signed, sealed form and your check or money order to:

State Vital Records Office / Legal Name Change Unit / PO Box 309 / Madison, WI 53701-0309