



# **BECOMING ME**

IDAHO TRANSGENDER NAME  
CHANGE GUIDE

# Idaho State Name Change Process for Transgender Individuals

## Name Change Process Overview

### I. Introduction

The information included in this packet follows the standards of Idaho State Law as outlined in the Idaho Code Annotated. This packet will outline the name change process, as well as driver's license services, social security services, and will discuss current passport, social security, and birth certificate issues. The forms included do not include information about whether a petitioner is pre-operative or has intentions of proceeding with gender reassignment surgery, and they in no way legally obligate the petitioner to have any surgical procedure performed.

### II. Idaho State Legal Name / Gender Change

**Fees.** The fee for a legal name change in Idaho is \$166 as of February 1<sup>st</sup>, 2014, plus the cost of publishing the name change in the paper for four consecutive weeks, which the fee depends on the paper. Fees for publication can range between \$80 - \$130+. The final step is to attend a hearing for your name change, at which, if granted, the court approved legal name change document is given in the form of a certified court order.

**Privacy Concerns.** We are aware and concerned with privacy concerns due to the Idaho requirement of publication of the notice of hearing for a name change. It may be possible to file a motion to waive the statutory requirement for newspaper publication of the notice of hearing, and in order to do so, you will need to work with an Idaho attorney. While it does not completely compensate for privacy concerns, steps described below include the option to seal the court records so that they are not available for the public. If you choose this route, the statutorily required notification in the newspaper would still occur, but the long-term records of the court would not be publicly available.

**Forms.** Forms for name changes are created and maintained by the Court Assistance Office, a part of the Idaho Judicial Branch. Electronic copies of the name change forms provided herein can also be found at: [www.courtselfhelp.idaho.gov/individual-forms-instructions](http://www.courtselfhelp.idaho.gov/individual-forms-instructions). These forms may be modified to a particular individual's needs or situation; however, if changes occur outside of basic wording changes, it is highly recommended that the forms be reviewed by a practicing Idaho attorney to ensure an efficient name change process. The documents mentioned about that are necessary for obtaining a name change included in this packet are:

#### 1) *Instruction for Name Change*

Form "CAO NCA Inst 1 Name Change (Adult and Minor)" provides detailed step-by-step instructions for name changes under Idaho law. You will not need to file this form, but you should follow its instructions closely. Instructions on the form are generally provided for an adult name change. The end of the document describes the differences for name changes for minors.

**Note:** The Instructions for Name Change do not include a requirement that you bring a self-addressed stamped envelope upon the date of filing. When you file the petition, the Court Clerk will ask you for a self-addressed stamped envelope so that the judge or judicial assistant can mail back the Notice of Hearing for your name change.

2) *Petition for Name Change*

In order to request a name change, you must file a petition in the district court of the county where you live. The petition needs to include information (place of birth, residence, present name, proposed name, nearest living relatives, etc.) and the reason for the requested name change. Use whichever is applicable: Form “CAO NCA 1-1 Petition for Name Change (Adult)” or Form “CAO NCM 1-1 Petition for Name Change (Minor).”

3) *Notice of Hearing*

Idaho law requires publication of the notice of hearing for a petition for a name change. The publication must occur for four successive weeks in a newspaper printed in the county in which you live. Use whichever is applicable: Form “CAO NCA 1-2 Notice of Hearing On Petition for Name Change (Adult)” or Form “CAO NCM 1-2 Notice of Hearing On Petition for Name Change (Minor).”

4) *Name Change Letter for Publication*

The Letter for Publication may be used, or you may use your own letter, to send the Notice of Hearing to a newspaper printed in the county in which you live. If you choose to use the form letter, it is Form “CAO NC 1-3 Name Change Letter for Publication.” In return, after the four weeks of publication have passed, the newspaper will send you an Affidavit or Proof of Publication. You will need to bring this with you or mail it to the court to be filed prior to your hearing.

5) *Parental Consent to Name Change or Affidavit of Service*

For minors, one parent will need to file paperwork and be present at the hearing. From the other parent, most judges will require either:

- (a) A signature from the other parent on a consent to name change (Form “CAO NCM 2-1 Parental Consent to Name Change (Minor)”); or
- (b) That the other parent is served with the Petition of Name Change and an affidavit of service is filed with the court (Form “CAO NCM 2-2 Affidavit of Service on Petition for Name Change and Notice of Hearing (Minor)”).

6) *Order for Name Change*

If the court approves your name change, the judge will sign a copy of the Order for Name Change. Bring either Form “CAO NCA 8-1 Order for Name Change (Adult)” or Form “CAO NCM 8-1 Order for Name Change (Minor).” After the judge signs the order, you may receive your certified copies from the clerk’s office. You may choose to bring additional copies (if you need multiple copies for paperwork) to be certified, which will save you a small amount on clerk copying fees.

7) *Motion to Seal File and Order Sealing File*

If you would like the court to seal the file, which would exempt it from public disclosure requirements in the future, you may file a Motion to Seal File. If the Court approves the Motion to Seal File, the Court will sign the Order Sealing File.

**Process.** The steps for processing a name change are:

- 1) Before you file:
  - a) Fill out the Petition for Name Change, Notice of Hearing (title caption area only), and, for names changes for minors, Parental Consent documents included in this packet.
  - b) Take those three forms, cash or a money order for \$166, and a self addressed stamped envelope to the Court Clerk’s office at your county courthouse.
  - c) The clerk will accept your payment and the forms.
  
- 2) Before the hearing:
  - a) About a week after you file, you will receive a Notice of Hearing from the court clerk. It will come to you in the self addressed stamped envelope that you provided and will notify you of the time and date of your hearing.
  - b) Take that Notice of Hearing or a copy of it to your local newspaper with Letter for Publication (form included), where it must be published once a week for four consecutive weeks. For those of you in the Boise area, we recommend using the Boise Weekly.
  - c) About a month later, you will receive an affidavit from the newspaper certifying that they published the Notice of Hearing.
  - d) Prior to the hearing, fill out the Order for Name Change, Motion to Seal File, and Order to Seal File documents that are included in this packet.
  
- 3) At the Hearing:
  - a) Bring the affidavit from the newspaper, your completed Order for Name Change, Motion to Seal File, and Order to Seal File.
  - b) Typically name change hearings are done in a “cattle call” order. This means that all matters to be heard have the same start time. You will sit behind the bar (the half wall separating the front of the courtroom with the seating) with the others until the judge calls your name. Because name changes are typically quick, you will likely be called up at the beginning, but this can vary.
  - c) When the judge calls your name, you can sit at one of the tables in front of the bar. The judge will ask you for the affidavit from the newspaper.
  - d) At this point, if you would like to seal the file to prevent it from becoming public record, you should tell the judge that you would like to make a motion to seal the file.
  - e) In Idaho, the standard to seal a file is whether publication of the information in the case could endanger life or safety. If the judge asks why you want to seal the file, tell him or her that a public record with your address and stated reason for name change is a safety concern.
  - f) The judge will sign the order for the name change and has discretion about whether or not to seal the file.
  - g) After the judge signs the order, and typically within about an hour, you can get certified copies of the name change order. You’ll need these to document your name change for your bank, insurance, passport, or any other paperwork.

### **III. Idaho Drivers License Services**

Under Idaho Transportation Department Administrative Policy 5504, the State of Idaho Department of Motor Vehicles driver's license services require either: (1) a court order; or (2) an original affidavit of a licensed medical doctor stating that the patient / petitioner "has undergone a change of gender." The affidavit of change of gender, later in this document, meets the requirements of the Idaho Transportation Department. It should be completed by your primary care physician and must be notarized.

### **IV. Idaho Vital Statistics**

Name changes on birth certificates have to be amended through the Health and Welfare Department's office of vital statistics. A letter needs to be prepared for the request, along with a government issued ID and supporting documentation (court ordered legal name change document). It costs \$13.00 and still could be rejected. There is no policy about whether or not the department will grant your request, but you can appeal if they deny it. The other downside to this is the "old" name is printed below the "new" name, meaning that if a birth certificate is needed for use, it will most likely out the person as being transgender. The other current issue is that there is no way to currently modify / replace the gender marker on an Idaho-issued birth certificate.

### **V. Passport**

In order to change your name and gender marker on your passport, you will need a Court Order and Physician's affidavit along with passport information identified on <https://travel.state.gov/content/passports/en/passports/information/gender.html>. The physician statement must include mention of whether you have completed or are in the process of gender transition, which is not defined, but must be determined by the physician's judgment in accordance with standards of the World Professional Association for Transgender Health. The affidavit included in this packet will comply with current requirements from the US Department of State for those who have completed their transition. An affidavit template for those who are in the process of transition is available on the website linked in this paragraph.

### **VI. Social Security**

The social security department will replace the gender marker associated with a social security number upon being presented supporting documentation to reflect the change in sex. The best means of changing your social security number's sex marker is to get a full-validity, 10-year U.S. passport which reflects the new sex marker. Because the US state department no longer requires surgical intervention to change the sex marker, this is often the best route.

Another means is to get a medical certification of appropriate clinic treatment for gender transition in the form of any original signed statement from a licensed physician, which is outlined in our social security gender change guide.

**INSTRUCTION FOR NAME CHANGE  
CAO NC INSTRUCTION 1 (Revised 2/12/2008)**

To petition (ask) for a name change in Idaho as an adult, you will need the following forms

- NCA 1-1    Petition for Name Change
- NCA 1-2    Notice of Hearing
- NCA 8-1    Order for Name Change
- NC 1-3     Name Change Letter for Publication

**Step 1. Obtain and Complete the Required Forms**

Complete the forms listed above by typing or neatly and legibly printing in **black ink**. Fill in your full current name, address, and telephone number on the lines provided at the left-hand corner of page 1 of each form. Fill in the judicial district and your county in the heading in capital letters (for example, "IN THE DISTRICT COURT OF THE SECOND JUDICIAL DISTRICT IN AND FOR THE COUNTY OF LATAH"). Fill in your full legal name on the line after "In RE" in the caption, and your date of birth. Fill out the remainder of each individual form, providing the information requested. If a section of a form does not apply to you, write "none" or "N/A". To complete the Petition, you must fill in the name of a newspaper of general circulation in the county where you live. This is the newspaper you will use to publish the notice of hearing. It must be a newspaper that publishes legal notices at least once a week. The Petition must be signed in front of a Notary Public.

If you have questions about the information requested, you may want to read the procedure for a Name Change found in Title 7 of the Idaho Code, §7-801-§7-804. You can search the Idaho Code on the Internet at <http://www3.state.id.us>. Help getting copies of those statutes or accessing the Internet is available at some Court Assistance Offices.

**Step 2. Make Copies and File With the Clerk**

Make a copy your Petition and two copies of your Notice of Hearing. Place the copies underneath each completed form.

Go to the window in the Clerk's Office in the county where you live. Give the Clerk the following:

- Filing fee payable in cash or money order, not by personal check (visit <http://www.courtselfhelp.idaho.gov/filingfees> for current filing fees), or a Motion and Affidavit for Fee Waiver, FW 1-9, and a proposed Order Re: Fee Waiver, FW 1-10.
- The original plus one copy of the Petition for Name Change (ANC 1-1)
- The original plus two copies of the Notice of Hearing (Name Change) (ANC 3)

Ask the Court Clerk to set your hearing at least six weeks later. The Court Clerk will issue the Notice of Hearing when your filing fee is paid or when a judge approves your fee waiver. Some Court Clerks keep the original Notice of Hearing and give you only the two copies (one for you and one for the newspaper). Other Court Clerks will give you back the original and the copies. The original will have to be in the court file for your hearing. Be sure to keep it safe.

**Step 3. Have the Notice of Hearing published in the newspaper.**

Sign the Letter for Publication and send it, along with a copy of the Notice of Hearing, to the newspaper you selected. The Notice needs to be published once a week for (4) four successive weeks. The newspaper will send you the Affidavit of Publication. Take (or mail) the Affidavit of publication to the Court Clerk at the Courthouse for filing. If you were given the original Notice of Hearing, return it to the Court Clerk with the Affidavit of Publication.

#### **Step 4. Attend the Hearing**

Idaho Code §7-804 requires the Petitioner appear at the hearing. If you have not filed your Affidavit of Publication, do so before the hearing. Bring the original Order, plus as many copies of the Order as you will need to have certified (for social security, driver's licensing, payroll, etc.). The judge may require that you be examined under oath at the hearing, or the judge may sign the Order without testimony if no one appears at the hearing to object.

Sample testimony is: "My name is \_\_\_\_\_. I was born on \_\_\_\_\_. I am not being sued by any creditors. I am not considering filing a bankruptcy. I have never been convicted of a crime (or an explanation of the circumstances). I want to change my name because: \_\_\_\_\_."

After the judge signs the Order, you can obtain certified copies from the Court Clerk's office. A certified copy will cost you \$.50 a page plus \$1.00 for the seal, since you provided the copies. If you forgot copies, the charge will be \$1.00 a page plus \$1.00 for the seal.

#### **Minor name change**

If you are petitioning (asking) to have a minor's name changed you follow the same steps described above, but use some different forms: NCM 1-1 or NCM 1-4 for the petition; NCM 1-2 or NCM 1-5 for the notice of hearing; and NCM 8-1 or NCM 8-2 for the order, (the letter of publication to the newspaper is the same for adults and minors). The parent or guardian will be the petitioner in the action. The child/ren's current legal name(s) is (are) used in the "In Re:" section of the documents. One parent must sign the petition and appear at the hearing. Most judges will require the other parent to be served with the Petition for Name Change (and an Affidavit of Service be filed with the court [NCM 2-2 or NCM 2-3]) or that the other parent sign a form for Parental Consent to Name Change (NCM 2-1). **Note:** For more than one child, you will need to use a separate parental consent form NCM 2-1 for each child. You can check with your local Court Assistance Office to find out if you will need to use one of these additional forms to process the child/ren's name change/s.

Instructions for Name Change - (filing fees revised 9/2014)

\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
Legal Name

Case No. \_\_\_\_\_

PETITION FOR NAME CHANGE (Adult)

Fee Category: \_\_\_\_\_

Filing Fee: \_\_\_\_\_

I swear under oath:

1. My full legal name and current residence are listed above.
2. I was born on (date) \_\_\_\_\_, \_\_\_\_\_, in the city of \_\_\_\_\_  
\_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_.
3. a.  My father is living. **or**  
 My father is not living and the names and addresses of his closest blood relatives  
are: \_\_\_\_\_  
\_\_\_\_\_  
b.  My mother is living. **or**  
 My mother is not living and the names and addresses of her closest blood relatives  
are: \_\_\_\_\_  
\_\_\_\_\_
4. I want to change my name to \_\_\_\_\_  
because \_\_\_\_\_  
\_\_\_\_\_
5. The name change is not to avoid creditors or outstanding debts. I am not required to register  
as a convicted sexual offender under Chapter 83, Title 18, Idaho Code, or under the provisions  
of similar laws enacted by another state.



WHEREFORE, I ask that a Deputy Clerk of the Court issue a Notice of Hearing in this case to be published for four (4) successive weeks in the \_\_\_\_\_, a newspaper printed in this County; the matter be heard, with the Court examining me under oath; and the Judge sign an Order changing my name as I have asked.

Date: \_\_\_\_\_

\_\_\_\_\_  
Typed/printed name

\_\_\_\_\_  
Signature

STATE OF IDAHO            )  
  ) ss.  
County of \_\_\_\_\_)

SUBSCRIBED AND SWORN before me on this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public for Idaho  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

Full Name of Party Filing Document

Mailing Address (Street or Post Office Box)

City, State and Zip Code

Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
Legal name of child

Case No. \_\_\_\_\_

PETITION FOR NAME CHANGE  
(Minor)

Fee Category: \_\_\_\_\_

Filing Fee: \_\_\_\_\_

I swear under oath:

1. I am the  parent  legal guardian of the above child. My full legal name and current residence are listed above.
2. The child was born on (date) \_\_\_\_\_, \_\_\_\_\_, in the city of \_\_\_\_\_, County of \_\_\_\_\_, State of \_\_\_\_\_, and resides at \_\_\_\_\_.
3. a.  The child's father is living. **or**  
 The child's father is not living and the names and addresses of his closest blood relatives are: \_\_\_\_\_.
- b.  The child's mother is living. **or**  
 The child's mother is not living and the names and addresses of her closest blood relatives are: \_\_\_\_\_.
4. I want to change the child's name to \_\_\_\_\_ because \_\_\_\_\_.
5. The name change is not to avoid creditors or outstanding debts. The child is not required to register as a convicted sexual offender under Chapter 83, Title 18, Idaho Code, or under the provisions of similar laws enacted by another state.

I ask that a Deputy Clerk of the Court issue a Notice of Hearing to be published for four (4) successive weeks in the \_\_\_\_\_, a newspaper printed in this County; and the Judge sign an Order changing the child's name as I have asked.

Date: \_\_\_\_\_

\_\_\_\_\_  
Typed/printed name

\_\_\_\_\_  
Signature

STATE OF IDAHO            )  
  ) ss.  
County of \_\_\_\_\_)

SUBSCRIBED AND SWORN before me on this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public for Idaho  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
Legal Name

Case No. \_\_\_\_\_

NOTICE OF HEARING  
ON NAME CHANGE (Adult)

A Petition to change the name of \_\_\_\_\_, now residing  
in the City of \_\_\_\_\_, State of Idaho, has been filed in the District Court  
in \_\_\_\_\_ County, Idaho. The name will change to \_\_\_\_\_  
\_\_\_\_\_. The reason for the change in name is: \_\_\_\_\_

A hearing on the petition is scheduled for \_\_\_\_\_ o'clock \_\_\_\_\_ m. on (date) \_\_\_\_\_  
at the \_\_\_\_\_ County Courthouse. Objections may be filed by any person who  
can show the court a good reason against the name change.

Date: \_\_\_\_\_

CLERK OF THE DISTRICT COURT

\_\_\_\_\_  
Typed/printed name

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

\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
Legal name of child

Case No. \_\_\_\_\_

NOTICE OF HEARING  
ON NAME CHANGE (Minor)

A Petition to change the name of \_\_\_\_\_, a minor, now residing  
in the City of \_\_\_\_\_, State of Idaho, has been filed in the District Court in  
\_\_\_\_\_ County, Idaho. The name will change to \_\_\_\_\_.

The reason for the change in name is: \_\_\_\_\_

A hearing on the petition is scheduled for \_\_\_\_\_ o'clock \_\_\_\_\_ m. on (date) \_\_\_\_\_  
at the \_\_\_\_\_ County Courthouse. Objections may be filed by any person who  
can show the court a good reason against the name change.

Date: \_\_\_\_\_

CLERK OF THE DISTRICT COURT

\_\_\_\_\_  
Typed/printed name

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

RE: Name Change Letter of Publication

Enclosed for publication is a Notice of Hearing for a name change, which must be published once each week for four consecutive weeks. When publication is completed, please send your statement, together with Proof of Publication, to the undersigned.

Thank you for your assistance.

Sincerely,

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
Legal name of child

Case No. \_\_\_\_\_

PARENTAL CONSENT TO  
NAME CHANGE (Minor)

3. My full legal name is \_\_\_\_\_.
4. I am the  Father  Mother of: \_\_\_\_\_.
3. I consent to the change of the name of the child as requested in the Petition.
4. I waive my right to be present at a hearing on this matter and request that the Petition be granted.

Date: \_\_\_\_\_

\_\_\_\_\_  
Typed/printed name

\_\_\_\_\_  
Signature

STATE OF IDAHO                    )  
  ) ss.  
County of \_\_\_\_\_)

On this \_\_\_\_\_ day of \_\_\_\_\_, before me, the undersigned, a Notary Public in and for the State, personally appeared \_\_\_\_\_, known or identified to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that s/he executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the date last above written.

\_\_\_\_\_  
Notary Public for Idaho  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
Legal name of child

Case No. \_\_\_\_\_

AFFIDAVIT OF SERVICE  
(PETITION FOR NAME CHANGE AND  
NOTICE OF HEARING) (Minor)

I, \_\_\_\_\_, swear that:

1. I am a resident of \_\_\_\_\_ County, State of Idaho, over the age of eighteen (18) years, and not a party to the above-entitled action.

2. On the \_\_\_\_\_ day of \_\_\_\_\_, I personally served a copy of the Petition for Name Change (Minor) and Notice of Hearing upon (other parent's name) \_\_\_\_\_, in the County of \_\_\_\_\_, State of \_\_\_\_\_ at (address) \_\_\_\_\_, (city) \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Typed/printed name

\_\_\_\_\_  
Signature

STATE OF IDAHO            )  
  ) ss.  
County of \_\_\_\_\_)

SUBSCRIBED AND SWORN before me on this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public for Idaho  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_



\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
\_\_\_\_\_

Case No. \_\_\_\_\_

JUDGMENT FOR NAME CHANGE

JUDGMENT IS ENTERED AS FOLLOWS:

The name of \_\_\_\_\_, born on  
(date) \_\_\_\_\_, \_\_\_\_\_, is changed to \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
JUDGE

\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_

Case No. \_\_\_\_\_

JUDGMENT FOR NAME CHANGE  
(Minor)

JUDGMENT IS ENTERED AS FOLLOWS:

The name of \_\_\_\_\_, born on  
(date) \_\_\_\_\_, \_\_\_\_\_, is changed to \_\_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
JUDGE

\_\_\_\_\_  
Full Name of Party Filing Document

\_\_\_\_\_  
Mailing Address (Street or Post Office Box)

\_\_\_\_\_  
City, State and Zip Code

\_\_\_\_\_  
Telephone

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

IN RE: \_\_\_\_\_  
Legal Name

Case No. \_\_\_\_\_

MOTION TO SEAL FILE

I, \_\_\_\_\_ (your name), request that the court permanently seal the records in this case under Idaho Court Administrative Rule 32(i)(1) and (i)(4) because the documents and materials contained in this case contain highly intimate facts or statements, the publication of which is objectionable to a reasonable person and the dissemination of such information could endanger the life or safety of individuals.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

CERTIFICATE OF SERVICE

I certify that on (date) \_\_\_\_\_ I served a copy to: (name all parties in the case other than yourself)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Street or Post Office Address)

\_\_\_\_\_  
(City, State, and Zip Code)

- By United States mail
- By personal delivery
- By fax (number) \_\_\_\_\_

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Street or Post Office Address)

\_\_\_\_\_  
(City, State, and Zip Code)

- By United States mail
- By personal delivery
- By fax (number) \_\_\_\_\_

\_\_\_\_\_  
Typed/printed name

\_\_\_\_\_  
Signature

**CONFIDENTIAL**

IN THE DISTRICT COURT FOR THE \_\_\_\_\_ JUDICIAL DISTRICT  
FOR THE STATE OF IDAHO, IN AND FOR THE COUNTY OF \_\_\_\_\_

In The Matter Of:

\_\_\_\_\_

\_\_\_\_\_

Case No. \_\_\_\_\_

ORDER SEALING FILE

**IT IS ORDERED** all records contained in this file are confidential and exempt from public disclosure under I.C.A.R. 32.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

District Judge

**SEALED BY COURT ORDER**

AFFIDAVIT OF CHANGE OF GENDER

I, \_\_\_\_\_ (name of medical doctor), \_\_\_\_\_ (physician's medical license or certificate number) issued by \_\_\_\_\_ (issuing U.S. State or foreign country of medical license/certificate), \_\_\_\_\_ (DEA or comparable foreign designation registration number), certify that my patient \_\_\_\_\_ (full legal name of patient), born on \_\_\_\_\_ (date of birth), with whom I have a doctor-patient relationship, whose medical history I am familiar with, and whom I have treated, has undergone the appropriate clinical treatment to constitute a complete change of gender from \_\_\_\_\_ (male or female), to \_\_\_\_\_ (male or female). I declare under penalty of perjury under the laws of the United States that the foregoing is true and correct.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name of Physician

\_\_\_\_\_  
Address of Physician

\_\_\_\_\_  
Telephone Number of Physician

STATE OF IDAHO )  
 ) ss.  
County of \_\_\_\_\_ )

SUBSCRIBED AND SWORN before me on this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public for Idaho  
Residing at \_\_\_\_\_  
Commission expires \_\_\_\_\_

# Judicial Courts of Idaho

## **1<sup>st</sup> Judicial District Courts**

Benewah County  
Boundary County  
Bonner County  
Kootenai County  
Shoshone County

## **2<sup>nd</sup> Judicial District Courts**

Clearwater County  
Idaho County  
Latah County  
Lewis County  
Nez Perce County

## **3<sup>rd</sup> Judicial District Courts**

Adams County  
Canyon County  
Gem County  
Owyhee County  
Payette County  
Washington County

## **4<sup>th</sup> Judicial District Courts**

Ada County  
Boise County  
Elmore County  
Valley County

## **5<sup>th</sup> Judicial District Courts**

Blaine County  
Camas County  
Cassia County  
Gooding County  
Jerome County  
Lincoln County  
Minidoka County  
Twin Falls County

## **6<sup>th</sup> Judicial District Courts**

Bannock County  
Bear Lake County  
Caribou County  
Franklin County  
Oneida County  
Power County

## **7<sup>th</sup> Judicial District Courts**

Bingham County  
Bonneville County  
Butte County  
Clark County  
Custer County  
Fremont County  
Jefferson County  
Lemhi County  
Madison County  
Teton County

For more information about specifics regarding courthouse location, please contact us  
TransHealth@gaymontana.org or 406-543-2224

## Legal Disclaimer

The information contained within this guide is to be regarded as suggestions or guidance, and shall not be construed as formal legal advice. The Western Montana Community Center (WMCC) cannot provide legal services or advice to individuals, and furthermore, cannot provide information directly on how to go about changing one's name. The process of changing one's name and documentation can vary from state to state. We can provide suggestions, but are unable to provide legitimate legal advice, and as such, with any legal work, we highly suggest that you seek the help of an attorney or other legal service to help with the process of changing one's name and legal documentation.

## Resources

The Western Montana Community Center is in the process of collecting and compiling a list of trans-friendly legal services throughout the State of Montana. If you have suggestions for potential resources, please contact us at [transhealth@gaymontana.org](mailto:transhealth@gaymontana.org)

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