



NORTHERN ILLINOIS UNIVERSITY

Gender & Sexuality Resource Center

Division of Student Affairs & Enrollment Management

TRANS* @ NIU RESOURCE GUIDE

PROCEDURE FOR A LEGAL NAME CHANGE

DE KALB COUNTY CIRCUIT COURT

Sycamore, Illinois

PROVIDED BY THE OFFICE OF

MAUREEN A. JOSH

CLERK OF THE CIRCUIT COURT

PROCEDURE FOR A NAME CHANGE

The following instructions will assist you in changing your name or your child's name in DeKalb County. The samples provided are to be used only as a guide in creating your own forms. The New Case Information Sheet may be obtained at the time of filing at the DeKalb County Circuit Clerk's Office, DeKalb County Courthouse, Room 202, Sycamore, Illinois 60178. A copy of Chapter 96 of the Illinois Revised Statutes is included for your information.

1. A notice of publication (see sample) must be published in a newspaper located in the town where you reside. This is done to show publicly your intent to apply for a name change. This notice will be published in the paper for a period of three (3) weeks and will be published at least six (6) weeks prior to your court date.
2. On the court date you have selected, you will file with the Circuit Clerk's Office your Petition for Change of Name, a New Case Information Sheet, and a Certificate of Publication (provided by the publisher after publication). A filing fee of \$80.00 must be paid at the time of filing. The court hearing will be at 9:30 a.m. on a Monday, Tuesday or Thursday.
3. In Court your Petition for Change of Name and the proposed Decree for Change of Name is presented to the Judge. If the Judge approves, the order will be signed.
4. If the change of name involves a minor, notice provisions of 735 ILCS 5/21-103 and 735 ILCS 56/21-104 must be met. (not attached)
5. The Court may require the identification of all interest persons in the case of a minor.

Change of Name

Act of February 25, 1874

Proceedings – Parties. Change of Name.

If any person, being a resident of this State, and having resided therein 6 months desires to change his/her name, and to assume another name by which to be afterwards called and known, such person may file a petition in the circuit court of the county wherein he or she resides praying for such relief, and upon its appearing to the court that the conditions hereinafter mentioned have been complied with, and there appearing no reason why the prayer should not be granted, the court, by an order to be entered of record, may direct and provide that the name of such person shall be changed in accordance with the prayer should not be granted, the court, by an order to be entered of record, may direct and provide that the name of such person shall be changed in accordance with the prayer in the petition. The filing of a petition in accordance with this Section shall be the sole and exclusive means by which any person committed under the laws of this State to a penal institution may change his/her name and assume another name. A petitioner may include his or her spouse and his or her adult unmarried children with their consent, and his or her minor children where it appears to the court that same is for their best interest, in his or her petition and prayer and the court's order shall then include such spouse and children. Whenever any minor has resided in the family or any person for the space of 3 years, and has been recognized and known as an adopted child in the family of such person, the application herein provided for may be made by the person having such minor in his or her family.

Such an order shall only be entered as to a minor if the court finds by clear and convincing evidence that the change is necessary to serve the best interest of the child. In determining the best interest of a minor child under this Section, the Court shall consider all relevant factors including:

1. The wishes of the child's parents, and any person acting as a parent who has physical custody of the child.
2. The wishes of the child and the reasons therefore. The Court may interview the child in chambers to ascertain the child's wishes with respect to the change in name. Counsel shall be present at the interview unless otherwise agreed upon by the parties. The Court shall cause a court reporter to be present who shall make a complete record of the interview instantaneously to be part of the record in the case.
3. The interaction and interrelationship of the child with his or her parents or persons acting as parents who have physical custody of the child, stepparents, siblings and step-siblings or any other person who may significantly affect the child's best interest.
4. The child's adjustment to his or her home, school and community.

LEGAL NOTICE

IN THE CIRCUIT COURT FOR THE SIXTEENTH JUDICIAL CIRCUIT

DE KALB COUNTY, ILLINOIS

IN THE MATTER OF THE PETITION OF:

John Doe,

FOR CHANGE OF NAME

PUBLIC NOTICE is hereby given that on March 15, 2014, at 9:30 A.M., at the DeKalb County Courthouse, 133 West State Street, Sycamore, Illinois, 60178 in the courtroom occupied by the presiding judge, John Doe will file his/her petition requesting that his/her name be changed from John Doe to Jane Doe pursuant to the statute in such case made and provided. Any persons interested in said request for change of name may appear at said time and place, if they so desire.

John Doe

1234 East Street,

Dekalb IL 60115

