

**Probate Court of Clark County, Ohio**  
**CONFORMING LEGAL NAME (MINOR)**

1. The papers you file must be typed. Fill in all blanks except the case number and hearing date.
2. The Present Name and Correct Current Legal Name should include the child's first, middle and last name.
3. The minor must be a resident of Clark County for at least 60 days prior to the filing of the application.
4. The Probate Court clerk is not an attorney and cannot answer questions about your name change. If you have not lived in Clark County for at least 60 days, your application will be dismissed and your filing fees will not be refunded.
5. A certified copy of the minor's birth certificate must be filed with the forms.
6. Filing fee - \$89.00
7. Biological parents of the minor, including the alleged father, must consent to the name conformation or receive legal notice. Any non-consenting parent will be served by publication.
8. The Applicant is responsible to take the legal publication (Notice of Hearing on Conforming Legal Name) to a newspaper of general circulation in Clark County to be published one time at least 30 days prior to the hearing date. You must pay the additional cost of publication and bring with you on the day of the hearing proof of payment of the publication bill (a receipt) and the Proof of Publication that the newspaper will mail to you. It is your responsibility to make sure that the legal notice is correct and completed properly. If you have questions as to how to obtain legal notice, you should consult with your attorney.
9. The child must be present on the day of the hearing. After the hearing, you will be given a certified copy of the Judgment Entry(s) Conforming Legal Name of Minor.
10. Each certified Judgment Entry Conforming Legal Name of Minor should be sent to the agency requiring the same in order to conform the minor's legal name.

**Once a Name Change Application has been filed  
there will be no court cost refunds.**