

What to do after you receive your Name Change Order

After receiving your name change order, your priority is to update your Social Security card, state ID or driver's license, and U.S. passport, as these documents are often required by other entities. You must then systematically notify banks, employers, insurance providers, and other relevant organizations by providing certified copies of your court order to ensure all your records are updated with your new legal name.

1. Obtain Certified Copies of Your Name Change Order

- **Get Multiple Copies:** Obtain several certified copies of the court-signed order from the court clerk. You will need these for various applications.

2. Update Key Identity Documents

- **Social Security Card:**
This is typically the first document to update, as it's used by other agencies to verify your name. Complete Form SS-5 from the Social Security Administration (SSA)'s website and submit it with your court order.
- **Driver's License or State ID:**
Visit your local Department of Motor Vehicles (DMV) or state identification office to get an updated ID.
- **U.S. Passport:**
You'll need to apply for a new passport using the appropriate form and submit it with your court order.

3. Notify Government Agencies & Employers

- **IRS:** While the SSA update usually informs the IRS, it's a good idea to verify your name change with them to avoid tax complications.
- **Voter Registration:** Update your voter registration to ensure you can vote under your new name.
- **Employer:** Inform your employer's payroll department to update your employment records, tax withholding, and benefits.
- **Professional Licenses:** If you hold professional licenses, notify the relevant licensing boards.

4. Update Financial Accounts

- **Banks & Credit Cards:**
Contact your banks, credit card companies, and financial institutions to update your accounts.
- **Credit Bureaus:**
You may want to inform the three major credit bureaus (Equifax, Experian, and TransUnion) of your name change.

5. Other Important Updates

- **Birth Certificate:** Contact the vital records office in the state where you were born to request an amended birth certificate with your new name.
- **Insurance Providers:** Update your health, auto, home, and life insurance policies.
- **Utility Companies & Service Providers:** Notify providers for electric, water, gas, phone, and internet services.
- **Educational Institutions:** If you are enrolled in school, inform the institution to update your records.
- **Medical Providers:** Inform doctors, dentists, pharmacies, and other medical providers.
- **Subscriptions & Memberships:** Update any social clubs, memberships, or subscriptions that use your old name.