



SUPERIOR COURT OF CALIFORNIA COUNTY OF SACRAMENTO

720 NINTH STREET – ROOM 102

SACRAMENTO, CA 95814-1380

(916) 874-5522 – WWW.SACCOURT.CA.GOV

REQUIREMENTS FOR PETITION FOR CHANGE OF NAME AND GENDER

Please read these instructions, along with page two (2) of form *Petition for Changing Name and Gender* form (NC-200). Court staff cannot advise you about completing forms on your case. If you need legal advice about your forms or other issues regarding your case, you may wish to retain an attorney or visit the Civil Self-Help Center located in the Sacramento County Public Law Library at 609 9th Street, Sacramento, CA 95814. For additional information you can visit the library's website at: <http://saclaw.org/self-help/civil-self-help-center/>.

1. FORMS IN THIS PACKET

#	Form Name	Form Number
1	<i>Civil Case Cover Sheet</i>	CM-010
2	<i>Petition for Change of Name and Gender</i>	NC-200
3	<i>Order to Show Cause for Change of Name</i>	NC-220
4	<i>Decree Changing Name and Gender</i>	NC-230
5	<i>Attachment to Petition for Name Change</i>	NC-110
6	<i>Petition for Change of Gender and Issuance of New Birth Certificate</i>	NC-300
7	<i>Declaration of Physician – Attachment to Petition</i>	NC-210/NC-310
8	<i>Setting of Hearing on Petition for Change of Gender and Issuance of New Birth Certificate</i>	NC-320
9	<i>Order for Change of Gender and Issuance of New Birth Certificate</i>	NC-330
10	<i>Newspapers of General Circulation</i>	

2. FILING FEE/FEE WAIVER: Refer to the *Statewide Civil Fee Schedule* located at:

<http://saccourt.ca.gov/fees/docs/fee-schedule.pdf> for the current fee amount. If you cannot afford the filing fee you may be eligible for a fee waiver.

3. FILING DOCUMENTS: Completed petitions may be submitted at the designated Civil customer service window, **TUESDAY - FRIDAY ONLY**, between the hours of 8:30 a.m. - 12:00 p.m., located at the Hall of Justice Building, 813 6th Street, Room 212 (2nd Floor), Sacramento, CA 95814. Petitions may be mailed or submitted Monday – Friday via the Civil Law and Motion Drop Box located in the Civil Law and Motion Lobby (Room 212). Please see #5(c) for document copy requirements.

4. **REQUIRED FORMS:** To ensure you are submitting the mandatory forms required, refer to the table below.

If you are seeking...	Complete and submit forms... (The numbers refer to the # column in the Table in #1 above.)
A name change only at this time	Review packet <i>Requirements for Petition for Change of Name (CV/E-142-N)</i>
A name change and gender change	1, 2, 3, 4, 5 and 7
A change of gender only	1, 6, 7, 8 and 9
A change of gender and a new birth certificate	1, 6, 7, 8 and 9
Seeking a confidential name change under the Safe at Home Program	Review packet <i>Requirements for Petition for Change of Name Under the Address Confidentiality Program (Safe at Home) CV/E-142-S)</i>

5. **DOCUMENT REQUIREMENTS:** If the petitioner is not represented by an attorney, the petitioner’s name, address and telephone number must be typed or printed legibly in the upper left corner of each document. The petition must be signed by each adult who is applying for a change of name and/or gender using that person’s current legal name. Please review your documents thoroughly before filing to ensure that ALL the captions, current name and proposed new name match exactly on all documents.

- a. **NUMBER OF PETITIONS REQUIRED:** Each adult petitioner or emancipated child filing for a name and/or gender change on his or her own behalf must submit a separate set of documents and a separate filing fee. The *Attachment to Petition for Change of Name* form (NC-110) must be completed and attached to the petition for each person whose name and/or gender is to be changed.
- b. **CAPTIONS:** Examples of the caption and first (1st) line of each document where the current name(s) is used are listed in the table below:

If you are...	Complete the caption as follows...
An adult of emancipated minor	John Doe
One parent or legal guardian filing on behalf of minor child	John Doe on behalf of James Doe, a minor
Both parents filing on behalf of minor child	John Doe and Mary Doe on behalf of James Doe, a minor

- c. **DOCUMENT COPY REQUIREMENTS:** Each original document should have the corresponding copies behind the document. Please submit one (1) original and two (2) copies of each document, except for the Order to Show Cause, three (3) copies are required.
6. **HEARINGS:** After 2:00 pm on the court day before your hearing date, access the Tentative Rulings by going to the Court’s website at www.saccourt.ca.gov and clicking on “View Tentative Rulings.” If you do not have access to the internet, call (916) 874-5242 and a clerk will read the tentative ruling to you.

If the ruling indicates:

- Your change of name is **granted**, the Courtroom Clerk will mail you the signed *Decree Changing Name and Gender* form (NC-230) or *Order for Change of Gender and Issuance of New Birth Certificate* form (NC-330) that you submitted to the address provided on your document. You do not need to appear.
 - Your **appearance is required**, you must appear at the date, time and department indicated on your *Order to Show Cause for Change of Name* form (NC-220) or *Setting of Hearing on Petition for Change of Gender and Issuance of New Birth Certificate* form (NC-320). If a hearing is required, the judge will determine whether or not to grant your petition. If granted, the Courtroom Clerk will mail you the signed *Decree Changing Name and Gender* form (NC-230) or *Order for Change of Gender and Issuance of New Birth Certificate* form (NC-330) that you submitted to the address provided in your document.
- d. **DECREE:** Certified copies of the decree may be purchased for a fee after the hearing.

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, and address):		FOR COURT USE ONLY
TELEPHONE NO.:	FAX NO.:	
ATTORNEY FOR (Name):		
SUPERIOR COURT OF CALIFORNIA, COUNTY OF		
STREET ADDRESS:		
MAILING ADDRESS:		
CITY AND ZIP CODE:		
BRANCH NAME:		
CASE NAME:		
CIVIL CASE COVER SHEET <input type="checkbox"/> Unlimited (Amount demanded exceeds \$25,000)	<input type="checkbox"/> Limited (Amount demanded is \$25,000 or less)	Complex Case Designation <input type="checkbox"/> Counter <input type="checkbox"/> Joinder Filed with first appearance by defendant (Cal. Rules of Court, rule 3.402)
		CASE NUMBER:
		JUDGE:
		DEPT:

Items 1-6 below must be completed (see instructions on page 2).

1. Check one box below for the case type that best describes this case:

Auto Tort <input type="checkbox"/> Auto (22) <input type="checkbox"/> Uninsured motorist (46)	Contract <input type="checkbox"/> Breach of contract/warranty (06) <input type="checkbox"/> Rule 3.740 collections (09) <input type="checkbox"/> Other collections (09) <input type="checkbox"/> Insurance coverage (18) <input type="checkbox"/> Other contract (37)	Provisionally Complex Civil Litigation (Cal. Rules of Court, rules 3.400-3.403) <input type="checkbox"/> Antitrust/Trade regulation (03) <input type="checkbox"/> Construction defect (10) <input type="checkbox"/> Mass tort (40) <input type="checkbox"/> Securities litigation (28) <input type="checkbox"/> Environmental/Toxic tort (30) <input type="checkbox"/> Insurance coverage claims arising from the above listed provisionally complex case types (41)
Other PI/PD/WD (Personal Injury/Property Damage/Wrongful Death) Tort <input type="checkbox"/> Asbestos (04) <input type="checkbox"/> Product liability (24) <input type="checkbox"/> Medical malpractice (45) <input type="checkbox"/> Other PI/PD/WD (23)	Real Property <input type="checkbox"/> Eminent domain/Inverse condemnation (14) <input type="checkbox"/> Wrongful eviction (33) <input type="checkbox"/> Other real property (26)	Enforcement of Judgment <input type="checkbox"/> Enforcement of judgment (20)
Non-PI/PD/WD (Other) Tort <input type="checkbox"/> Business tort/unfair business practice (07) <input type="checkbox"/> Civil rights (08) <input type="checkbox"/> Defamation (13) <input type="checkbox"/> Fraud (16) <input type="checkbox"/> Intellectual property (19) <input type="checkbox"/> Professional negligence (25) <input type="checkbox"/> Other non-PI/PD/WD tort (35)	Unlawful Detainer <input type="checkbox"/> Commercial (31) <input type="checkbox"/> Residential (32) <input type="checkbox"/> Drugs (38)	Miscellaneous Civil Complaint <input type="checkbox"/> RICO (27) <input type="checkbox"/> Other complaint (not specified above) (42)
Employment <input type="checkbox"/> Wrongful termination (36) <input type="checkbox"/> Other employment (15)	Judicial Review <input type="checkbox"/> Asset forfeiture (05) <input type="checkbox"/> Petition re: arbitration award (11) <input type="checkbox"/> Writ of mandate (02) <input type="checkbox"/> Other judicial review (39)	Miscellaneous Civil Petition <input type="checkbox"/> Partnership and corporate governance (21) <input type="checkbox"/> Other petition (not specified above) (43)

2. This case is is not complex under rule 3.400 of the California Rules of Court. If the case is complex, mark the factors requiring exceptional judicial management:
- | | |
|--|--|
| a. <input type="checkbox"/> Large number of separately represented parties | d. <input type="checkbox"/> Large number of witnesses |
| b. <input type="checkbox"/> Extensive motion practice raising difficult or novel issues that will be time-consuming to resolve | e. <input type="checkbox"/> Coordination with related actions pending in one or more courts in other counties, states, or countries, or in a federal court |
| c. <input type="checkbox"/> Substantial amount of documentary evidence | f. <input type="checkbox"/> Substantial postjudgment judicial supervision |
3. Remedies sought (check all that apply): a. monetary b. nonmonetary; declaratory or injunctive relief c. punitive
4. Number of causes of action (specify):
5. This case is is not a class action suit.
6. If there are any known related cases, file and serve a notice of related case. (You may use form CM-015.)

Date:

(TYPE OR PRINT NAME)

(SIGNATURE OF PARTY OR ATTORNEY FOR PARTY)

NOTICE

- Plaintiff must file this cover sheet with the first paper filed in the action or proceeding (except small claims cases or cases filed under the Probate Code, Family Code, or Welfare and Institutions Code). (Cal. Rules of Court, rule 3.220.) Failure to file may result in sanctions.
- File this cover sheet in addition to any cover sheet required by local court rule.
- If this case is complex under rule 3.400 et seq. of the California Rules of Court, you must serve a copy of this cover sheet on all other parties to the action or proceeding.
- Unless this is a collections case under rule 3.740 or a complex case, this cover sheet will be used for statistical purposes only.

INSTRUCTIONS ON HOW TO COMPLETE THE COVER SHEET

To Plaintiffs and Others Filing First Papers. If you are filing a first paper (for example, a complaint) in a civil case, you must complete and file, along with your first paper, the *Civil Case Cover Sheet* contained on page 1. This information will be used to compile statistics about the types and numbers of cases filed. You must complete items 1 through 6 on the sheet. In item 1, you must check **one** box for the case type that best describes the case. If the case fits both a general and a more specific type of case listed in item 1, check the more specific one. If the case has multiple causes of action, check the box that best indicates the **primary** cause of action. To assist you in completing the sheet, examples of the cases that belong under each case type in item 1 are provided below. A cover sheet must be filed only with your initial paper. Failure to file a cover sheet with the first paper filed in a civil case may subject a party, its counsel, or both to sanctions under rules 2.30 and 3.220 of the California Rules of Court.

To Parties in Rule 3.740 Collections Cases. A "collections case" under rule 3.740 is defined as an action for recovery of money owed in a sum stated to be certain that is not more than \$25,000, exclusive of interest and attorney's fees, arising from a transaction in which property, services, or money was acquired on credit. A collections case does not include an action seeking the following: (1) tort damages, (2) punitive damages, (3) recovery of real property, (4) recovery of personal property, or (5) a prejudgment writ of attachment. The identification of a case as a rule 3.740 collections case on this form means that it will be exempt from the general time-for-service requirements and case management rules, unless a defendant files a responsive pleading. A rule 3.740 collections case will be subject to the requirements for service and obtaining a judgment in rule 3.740.

To Parties in Complex Cases. In complex cases only, parties must also use the *Civil Case Cover Sheet* to designate whether the case is complex. If a plaintiff believes the case is complex under rule 3.400 of the California Rules of Court, this must be indicated by completing the appropriate boxes in items 1 and 2. If a plaintiff designates a case as complex, the cover sheet must be served with the complaint on all parties to the action. A defendant may file and serve no later than the time of its first appearance a joinder in the plaintiff's designation, a counter-designation that the case is not complex, or, if the plaintiff has made no designation, a designation that the case is complex.

CASE TYPES AND EXAMPLES

Auto Tort

Auto (22)—Personal Injury/Property Damage/Wrongful Death
Uninsured Motorist (46) (*if the case involves an uninsured motorist claim subject to arbitration, check this item instead of Auto*)

Other PI/PD/WD (Personal Injury/Property Damage/Wrongful Death) Tort

Asbestos (04)
Asbestos Property Damage
Asbestos Personal Injury/Wrongful Death
Product Liability (*not asbestos or toxic/environmental*) (24)
Medical Malpractice (45)
Medical Malpractice—Physicians & Surgeons
Other Professional Health Care Malpractice
Other PI/PD/WD (23)
Premises Liability (e.g., slip and fall)
Intentional Bodily Injury/PD/WD (e.g., assault, vandalism)
Intentional Infliction of Emotional Distress
Negligent Infliction of Emotional Distress
Other PI/PD/WD

Non-PI/PD/WD (Other) Tort

Business Tort/Unfair Business Practice (07)
Civil Rights (e.g., discrimination, false arrest) (*not civil harassment*) (08)
Defamation (e.g., slander, libel) (13)
Fraud (16)
Intellectual Property (19)
Professional Negligence (25)
Legal Malpractice
Other Professional Malpractice (*not medical or legal*)
Other Non-PI/PD/WD Tort (35)

Employment

Wrongful Termination (36)
Other Employment (15)

Contract

Breach of Contract/Warranty (06)
Breach of Rental/Lease
Contract (*not unlawful detainer or wrongful eviction*)
Contract/Warranty Breach—Seller Plaintiff (*not fraud or negligence*)
Negligent Breach of Contract/Warranty
Other Breach of Contract/Warranty
Collections (e.g., money owed, open book accounts) (09)
Collection Case—Seller Plaintiff
Other Promissory Note/Collections Case
Insurance Coverage (*not provisionally complex*) (18)
Auto Subrogation
Other Coverage
Other Contract (37)
Contractual Fraud
Other Contract Dispute

Real Property

Eminent Domain/Inverse Condemnation (14)
Wrongful Eviction (33)
Other Real Property (e.g., quiet title) (26)
Writ of Possession of Real Property
Mortgage Foreclosure
Quiet Title
Other Real Property (*not eminent domain, landlord/tenant, or foreclosure*)

Unlawful Detainer

Commercial (31)
Residential (32)
Drugs (38) (*if the case involves illegal drugs, check this item; otherwise, report as Commercial or Residential*)

Judicial Review

Asset Forfeiture (05)
Petition Re: Arbitration Award (11)
Writ of Mandate (02)
Writ—Administrative Mandamus
Writ—Mandamus on Limited Court Case Matter
Writ—Other Limited Court Case Review
Other Judicial Review (39)
Review of Health Officer Order
Notice of Appeal—Labor Commissioner Appeals

Provisionally Complex Civil Litigation (Cal. Rules of Court Rules 3.400–3.403)

Antitrust/Trade Regulation (03)
Construction Defect (10)
Claims Involving Mass Tort (40)
Securities Litigation (28)
Environmental/Toxic Tort (30)
Insurance Coverage Claims (*arising from provisionally complex case type listed above*) (41)

Enforcement of Judgment

Enforcement of Judgment (20)
Abstract of Judgment (Out of County)
Confession of Judgment (*non-domestic relations*)
Sister State Judgment
Administrative Agency Award (*not unpaid taxes*)
Petition/Certification of Entry of Judgment on Unpaid Taxes
Other Enforcement of Judgment Case

Miscellaneous Civil Complaint

RICO (27)
Other Complaint (*not specified above*) (42)
Declaratory Relief Only
Injunctive Relief Only (*non-harassment*)
Mechanics Lien
Other Commercial Complaint Case (*non-tort/non-complex*)
Other Civil Complaint (*non-tort/non-complex*)

Miscellaneous Civil Petition

Partnership and Corporate Governance (21)
Other Petition (*not specified above*) (43)
Civil Harassment
Workplace Violence
Elder/Dependent Adult Abuse
Election Contest
Petition for Name Change
Petition for Relief From Late Claim
Other Civil Petition

ATTORNEY OR PARTY WITHOUT ATTORNEY (<i>Name, State Bar number, and address</i>): STATE BAR NO: NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO.: E-MAIL ADDRESS: ATTORNEY FOR (<i>Name</i>):	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITION OF (<i>Name</i>):	
PETITION FOR CHANGE OF NAME AND GENDER	CASE NUMBER:

Before you complete this petition, you should read the Instructions for Filing a Petition for Change of Name and Gender on the next page. You must answer all questions and check all boxes that apply to you on this petition. You must file this petition in the superior court of the county where the person whose name is to be changed resides.

1. Petitioner (*present name*): _____ is a resident of this county.

2. Petitioner requests that the court decree that petitioner's name is changed to (*proposed name*): _____

3. Petitioner requests a decree that the petitioner's gender is changed:
 - a. from male to female.
 - b. from female to male.

4. An affidavit or a declaration of a physician documenting the gender change through clinically appropriate treatment as provided under Health and Safety Code sections 103425 and 103430 is attached to this petition. (Declaration of Physician (*form NC-210*) may be used for this purpose.)

5. Petitioner requests that the court order that a new birth certificate be issued reflecting the gender and name changes sought by this petition.

6. Petitioner requests that the court issue an order directing all interested persons to appear and show cause why the petition for change of name should not be granted.

7. Petitioner provides the following information in support of this petition:
 - a. The information contained in the physician's affidavit or declaration.

 - b-f. The information contained in the attachment (*attach a completed copy of the attachment Name and Information About the Person Whose Name Is to Be Changed (form NC-110)*).

(Instructions on next page)

INSTRUCTIONS FOR FILING A PETITION FOR CHANGE OF NAME AND GENDER

1. Where to File

The petition for change of name and gender must be filed in the superior court in the county where the petitioner presently lives.

2. Whose Name May Be Changed

The petition may be used to change one's name and gender.

3. What Forms Are Required

You need an original and two copies of each of the following documents:

- a. *Petition for Change of Name and Gender* (form NC-200)
- b. *Name and Information About the Person Whose Name Is to Be Changed (Attachment to Petition)* (form NC-110)
- c. *Declaration of Physician* (form NC-210) (signed by the physician and attached to form NC-200)
- d. *Order to Show Cause for Change of Name* (form NC-220)
- e. *Decree Changing Name and Gender* (form NC-230)

4. Filing and Filing Fee

Prepare an original *Civil Case Cover Sheet* (form CM-010). File the original petition and *Civil Case Cover Sheet* with the clerk of the court and obtain two filed-endorsed copies of the petition. A filing fee will be charged unless you qualify for a fee waiver. (If you want to apply for a fee waiver, see *Request to Waive Court Fees* (form FW-001) and *Information Sheet on Waiver of Court Fees and Costs* (form FW-001-INFO).)

5. Requesting a Court Hearing Date

You should request a date for the hearing on the *Order to Show Cause* at least six weeks in the future.

6. Filing the Order to Show Cause

After the hearing date has been included and you have obtained a judge's signature on the *Order to Show Cause*, file the original order in the clerk's office and obtain filed-endorsed copies of the order.

7. Domestic Violence Confidentiality Program

In cases where the petitioner is a participant in the state address confidentiality program (Safe at Home), the petition, the order to show cause, and the decree should, instead of giving the proposed name, indicate that the name is confidential and on file with the Secretary of State. See *Information Sheet for Name Change Proceedings Under Address Confidentiality Program (Safe at Home)* (form NC-400-INFO).

8. Court Hearing

Bring copies of all documents to the hearing. If the judge grants the name and gender change petition, the judge will sign the original decree.

9. Birth Certificate

To obtain a new birth certificate reflecting the change of gender, file a certified copy of the order within 30 days with the Secretary of State and the State Registrar and pay the applicable fees. You may write or contact the State Registrar at:

California Department of Public Health
Vital Records – MS 5103
P.O. Box 997410
Sacramento, CA 95899-7410
Phone: 916-445-2684
Website: www.cdph.ca.gov

Local courts may supplement these instructions. Check with the court to determine whether supplemental information is available. For instance, the court may provide you with additional written information identifying the department that handles name and gender change petitions, and the times when petitions are heard.

PETITIONER OR ATTORNEY (<i>Name, State Bar number, and address</i>): STATE BAR NO: NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO. : E-MAIL ADDRESS: ATTORNEY FOR (<i>Name</i>):	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITION OF (<i>Name of petitioner</i>): <p style="text-align: center;">FOR CHANGE OF NAME AND GENDER</p>	
ORDER TO SHOW CAUSE FOR CHANGE OF NAME	CASE NUMBER:

TO ALL INTERESTED PERSONS:

1. Petitioner (*present name*): _____ has filed a petition with this court for a decree changing petitioner's name to (*proposed name*): _____
2. THE COURT ORDERS that all persons interested in this matter shall appear before this court at the hearing indicated below to show cause, if any, why the petition should not be granted.

NOTICE OF HEARING

a. Date:	Time:	<input type="checkbox"/> Dept.:	<input type="checkbox"/> Room:
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b. The address of the court is same as noted above other (*specify*):

3. Other (*specify*):

Date:

JUDGE OF THE SUPERIOR COURT

PETITIONER OR ATTORNEY (<i>Name, state bar number, and address</i>): TELEPHONE NO.: _____ FAX NO. (<i>Optional</i>): _____ E-MAIL ADDRESS (<i>Optional</i>): _____ ATTORNEY FOR (<i>Name</i>): _____	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITION OF (<i>Name of petitioner</i>): <p style="text-align: center;">FOR CHANGE OF NAME AND GENDER</p>	
DECREE CHANGING NAME AND GENDER	CASE NUMBER: _____

1. The petition came regularly for hearing on (*date*): _____ in Courtroom: _____ of the above-entitled court.

THE COURT FINDS

2. a. All notices required by law have been given.
 b. Each person whose name is to be changed identified in item 3 below
 (1) is not is under the jurisdiction of the Department of Corrections, and
 (2) is not is required to register as a sex offender under section 290 of the Penal Code.
 These determinations were made by using CLETS/CJIS based on information provided to the clerk of the court by a local law enforcement agency.
 c. No objections to the proposed change of name were made.
 d. Objections to the proposed change of name were made by (*name*): _____

 e. It appears to the satisfaction of the court that all the allegations in the petition are true and sufficient and that the petition should be granted.
 f. Other findings (*if any*): _____

THE COURT ORDERS

3. The name of (*present name*): _____
 is changed to (*new name*): _____

THE COURT FURTHER ORDERS

4. The gender of (*new name*): _____
 is changed:
 a. from male to female.
 b. from female to male.

THE COURT FURTHER ORDERS

5. A new birth certificate shall be issued reflecting the changes in name and gender.

Date: _____

 JUDGE OF THE SUPERIOR COURT
 SIGNATURE OF JUDGE FOLLOWS LAST ATTACHMENT

PETITION OF <i>(Name of petitioner or petitioners):</i>	CASE NUMBER:
FOR CHANGE OF NAME	

**NAME AND INFORMATION ABOUT THE PERSON
WHOSE NAME IS TO BE CHANGED**
Attachment of
Attachment to *Petition* (form NC-100 or form NC-200)

(You must use a separate attachment for each person whose name is to be changed. If petitioner is a guardian of a minor, a supplemental attachment, Declaration of Guardian (form NC-110G), must also be completed and attached for each minor whose name is to be changed.)

7. *(Continued)* Petitioner applies for a decree to change the name of the following person:

b. Self Other

- (1) Present name *(specify):*
- (2) Proposed name *(specify):*
- (3) Born on *(date of birth):*
and presently under 18 years of age over 18 years of age
- (4) Born at *(place of birth):*
- (5) Sex *(as stated on original birth certificate):* Male Female
- (6) Current residence address *(street, city, county, and zip code):*

c. Reason for name change *(explain):*

d. Relationship of the petitioner to the person whose name will be changed:

- (1) self
- (2) parent
- (3) guardian
- (4) near relative *(indicate relationship):*
- (5) Other *(specify):*

e. If the person whose name will be changed is under 18 years of age, provide the names and addresses, if known, of the following persons:

- (1) Father *(name):* _____ *(address):* _____
- (2) Mother *(name):* _____ *(address):* _____
- (3) *(Only if neither parent is living)* Near relatives *(names, relationships, and addresses):*

f. If the person whose name will be changed is 18 years of age or older, that person must sign the following declaration:

DECLARATION	
I declare under penalty of perjury under the laws of the State of California that <input type="checkbox"/> I am not <input type="checkbox"/> I am under the jurisdiction of the California Department of Corrections (in state prison or on parole) and <input type="checkbox"/> I am not <input type="checkbox"/> I am required to register as a sex offender under Penal Code section 290.	
Date: _____	
_____ <small>(TYPE OR PRINT NAME OF PERSON WHOSE NAME IS TO BE CHANGED)</small>	_____ <small>(SIGNATURE OF PERSON WHOSE NAME IS TO BE CHANGED)</small>

(If petitioner is represented by an attorney, the attorney's signature follows):

Date:

_____ <small>(TYPE OR PRINT NAME)</small>	_____ <small>(SIGNATURE OF ATTORNEY)</small>
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(Each petitioner must sign this petition in the space provided below or, if additional pages are attached, at the end of the last attachment.) I declare under penalty of perjury under the laws of the State of California that the information in the foregoing petition is true and correct.

Date:

_____ <small>(TYPE OR PRINT NAME)</small>	_____ <small>(SIGNATURE OF PETITIONER)</small>
--	---

Date:

_____ <small>(TYPE OR PRINT NAME)</small>	_____ <small>(SIGNATURE OF PETITIONER)</small>
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ADD ADDITIONAL SIGNATURE LINES FOR ADDITIONAL PETITIONERS

SIGNATURE OF PETITIONERS FOLLOWS LAST ATTACHMENT

ATTORNEY OR PARTY WITHOUT ATTORNEY (<i>Name, State Bar number, and address</i>): STATE BAR NO: NAME: FIRM NAME: STREET ADDRESS: CITY: STATE: ZIP CODE: TELEPHONE NO.: FAX NO. : E-MAIL ADDRESS: ATTORNEY FOR (<i>Name</i>):	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITION OF (<i>Name</i>):	
PETITION FOR CHANGE OF GENDER AND ISSUANCE OF NEW BIRTH CERTIFICATE	CASE NUMBER:

Before you complete this petition, you should read the instructions on the next page. Note that you do not need to file this petition or obtain a court order in order for the State Registrar to issue a new birth certificate reflecting a change of gender. See Health and Safety Code section 103426.

1. Petitioner (*name*): _____ requests an order for the issuance of a new birth certificate reflecting the change of petitioner's gender
- a. from male to female.
- b. from female to male.
2. A declaration by a physician documenting the gender change through clinically appropriate treatment as provided under Health and Safety Code sections 103425 and 103430 is filed with this petition. (*Attach a copy of Declaration of Physician—Attachment to Petition (form NC-310).*)
3. Petitioner has has not already obtained a decree of change of name. (*If petitioner has obtained a decree of change of name, attach a certified copy of the decree to this petition.*)
4. Petitioner requests that the court issue an order setting a hearing on this petition at which the court may examine petitioner and any other person having knowledge of facts relevant to the petition.

I declare under penalty of perjury under the laws of the State of California that the information above is true and correct.

Date:

(TYPE OR PRINT NAME OF PETITIONER)

▶ _____
(SIGNATURE OF PETITIONER)

INSTRUCTIONS FOR FILING PETITION FOR CHANGE OF GENDER AND ISSUANCE OF NEW BIRTH CERTIFICATE

(This instruction page is for the information of petitioner seeking a court order. It is not part of the petition and does not need to be filed.)

1. Where to File

The petition for a court order for the issuance of a new birth certificate reflecting a change in gender may be filed in the superior court of any county in California. Note that you do not need to file this petition or obtain a court order in order for the State Registrar to issue a new birth certificate reflecting a change of gender. See Health and Safety Code section 103426. You may make the request directly to the State Registrar at the California Department of Public Health. (See contact information below.)

2. What Forms Are Required

You will need an original and a copy of each of the following documents:

- a. *Petition for Change of Gender and Issuance of New Birth Certificate* (form NC-300)
- b. *Declaration of Physician—Attachment to Petition* (form NC-310) (signed by the physician and attached to form NC-300)
- c. *Setting of Hearing on Petition for Change of Gender and Issuance of New Birth Certificate* (form NC-320)
- d. *Order for Change of Gender and Issuance of New Birth Certificate* (form NC-330)

In addition, if you have already obtained a decree of change of name, attach a certified copy of the decree to the petition.

3. Filing Fee

Prepare an original *Civil Case Cover Sheet* (form CM-010). File the original petition and *Civil Case Cover Sheet* with the clerk of the court and obtain a filed-endorsed copy of the petition. A filing fee will be charged unless you qualify for a fee waiver. (If you want to apply for a fee waiver, see *Request to Waive Court Fees* (form FW-001) and *Information Sheet on Waiver of Superior Court Fees and Costs* (form FW-001–INFO).)

4. Requesting a Court Hearing Date

You should request a date for the hearing on the *Setting of Hearing on Petition for Change of Gender and Issuance of New Birth Certificate* (form NC-320) from the court clerk. Take the completed form NC-320 to the clerk's office. The clerk will provide the hearing date and location, file the original, and give you a copy.

5. Court Hearing

Bring copies of all documents to the hearing. If the judge grants the petition, the judge will sign the *Order for Change of Gender and Issuance of New Birth Certificate* (form NC-330).

6. New Birth Certificate

To obtain a new birth certificate reflecting the change of gender, file a certified copy of the order within 30 days with the State Registrar and pay the applicable fees. You may write or contact the State Registrar at:

**California Department of Public Health
Vital Records – MS 5103
P.O. Box 997410
Sacramento, CA 95899-7410
Phone: 916-445-2684
Website: www.cdph.ca.gov**

Local courts may supplement these instructions. Check with the court to determine whether supplemental information is available. For instance, the court may provide you with additional written information identifying the department that handles these petitions and the times when petitions are heard.

PETITION OF <i>(Name)</i> :	CASE NUMBER:
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**DECLARATION OF PHYSICIAN
DOCUMENTING CHANGE OF GENDER THROUGH CLINICALLY APPROPRIATE TREATMENT
UNDER HEALTH AND SAFETY CODE SECTIONS 103425 AND 103430**

Attachment to *Petition for Change of Name and Gender* (form NC-200) or *Petition for Change of Gender and Issuance of New Birth Certificate* (form NC-300)

I declare under penalty of perjury under the laws of the State of California that the information in the foregoing declaration is true and correct.

Date:

(TYPE OR PRINT NAME OF PHYSICIAN)

(SIGNATURE OF PHYSICIAN)

ATTORNEY OR PARTY WITHOUT ATTORNEY (<i>Name, State Bar number, and address</i>): TELEPHONE NO.: _____ FAX NO.: _____ E-MAIL ADDRESS: _____ ATTORNEY FOR (<i>Name</i>): _____	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITION OF (<i>Name</i>):	
SETTING OF HEARING ON PETITION FOR CHANGE OF GENDER AND ISSUANCE OF NEW BIRTH CERTIFICATE	CASE NUMBER:

Petitioner having filed a petition requesting an order for the issuance of a new birth certificate reflecting the change of petitioner's gender, a hearing will take place at the time and place below, at which time the court may examine the petitioner and any other person having knowledge of facts relevant to this petition.

(To be completed by clerk.)

a. Date:	Time:	Dept.:	Room:
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b. The address of the court is same as noted above other (*specify*):

Date: _____ Clerk, by _____, Deputy

ATTORNEY OR PARTY WITHOUT ATTORNEY (<i>Name, State Bar number, and address</i>): TELEPHONE NO.: _____ FAX NO. (<i>Optional</i>): _____ E-MAIL ADDRESS (<i>Optional</i>): _____ ATTORNEY FOR (<i>Name</i>): _____	FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY OF STREET ADDRESS: MAILING ADDRESS: CITY AND ZIP CODE: BRANCH NAME:	
PETITION OF (<i>Name</i>):	
ORDER FOR CHANGE OF GENDER AND ISSUANCE OF NEW BIRTH CERTIFICATE	CASE NUMBER:

1. The petition of (*name*): _____ for issuance of a new birth certificate reflecting a change of gender came on regularly for hearing on (*date*): _____

THE COURT FINDS

2. a. It appears to the satisfaction of the court that all the allegations in the petition are true and sufficient and that the petition should be granted.
- b. Other findings (*if any*):

THE COURT ORDERS

3. The gender of the petitioner has been changed
- a. from male to female.
- b. from female to male.

THE COURT FURTHER ORDERS

4. A new birth certificate reflecting the change of gender described in item 3 shall be issued.
5. A certified copy of this order shall be filed within 30 days with the State Registrar. When the State Registrar receives a certified copy of this order and payment of the applicable fees, the State Registrar shall establish for the petitioner a new birth certificate reflecting the gender of the petitioner as it has been altered.

Date:

 JUDICIAL OFFICER



Sacramento County Newspapers of General Circulation

NEWSPAPER NAME	ADDRESS	WEBSITE	PHONE	FAX	FILE DEADLINE DATE	FILE PROOF
Carmichael Times	7144 Fair Oaks Blvd., Suite 5 Carmichael, CA 95608	www.carmichaeltimes.com	916-483-2299	916-773-2999	Thursday 5:00 PM for publication on following Wednesday	Yes via mail; an unendorsed copy will be sent to client.
Elk Grove Citizen	8970 Elk Grove Blvd. Elk Grove, CA 95624	www.egcitizen.com	916-685-5533	209-745-4492	Noon on Monday for Wednesday publication. Noon on Wednesday for Friday publication	No, client must pick up their proof and file it with the court prior to hearing date.
Folsom Telegraph	921 Sutter St. Folsom, CA 95630	www.folsomtelegraph.com	916-985-2581	916-985-0720	Thursday 12:00 PM for the following Wednesday	Yes.
Galt Herald	P.O. Box 307 604 Lincoln Way Galt, CA 95632	www.galtheraldonline.com	209-745-1551	209-745-4492	Tuesday 12:00 PM	No, client must pick up their proof and file it with the court prior to hearing date.
Grapevine Independent	7144 Fair Oaks Blvd., Suite 5 Carmichael, CA 95608	www.ranchocordovaindependent.com	916-773-1111	916-773-2999	Tuesday 5:00 PM for Friday publication	Yes.
Rio Linda Elverta News and Printing	PO Box 419 309 Savoy Avenue Rio Linda, CA 95673	www.obri.net/rlnews	916-991-3000	N/A	Monday 5:00 PM for Friday publication	Yes via mail, an unendorsed copy will be sent to client.
Sacramento Bee Newspaper	Location: 2100 Q Street Sacramento, CA 95816 Mailing: PO Box 151779 Sacramento, CA 95852	www.sacbee.com	916-321-1371	916-321-1110	Wednesday for Friday publication	Contact Sacramento Bee
Spectrum Newspaper	530 Bercut Drive, Suite E Sacramento, CA 95814	N/A	916-445-6825	916-443-5871	Thursday 9:00 AM for Tuesday publication	Yes
The Daily Recorder	901 H Street, Room 312 Sacramento, CA 95814	N/A	916-444-2355 X102	N/A	Two business days prior to publication	Yes.
The Sacramento Bulletin	530 Bercut Drive, Suite E Sacramento, CA 95814	N/A	916-445-6825	916-443-5871	Two business days prior to publication	Yes.
The Sacramento Gazette Newspaper	770 L Street, Suite 950 Sacramento, CA 95814	www.sacgazette.com	916-567-9654	888-567-1193	Tuesday 12:00 PM	Yes.
The Sacramento Observer	2330 Alhambra Blvd. Sacramento, CA 95817	www.sacobersver.com	916-452-4781	N/A	Wednesday 5:00 PM for Friday publication	Yes.

Sacramento Superior Court does not endorse any of the above newspapers.
This information is provided for reference only.