

Exclusive Events: Name Change Checklist

1. Apply for a marriage license (no more than 35 days in advance)

What to bring: Spouse \$30 Payment Government ID Spouse ID

Office Address: _____

Notes: _____

2. Fill out and sign marriage license
 3. Return/Mail-in marriage license and request certified copies
 4. Change name on social security card

What to bring: Social Security Card Marriage Certificate Government ID

Office Address: _____

5. Change name on Driver's License (after waiting 24-48 business hours)

What to bring: Marriage Certificate Government ID 2 pieces of mail

6. Change name on passport (most can be done by USPS)

What to mail: Form _____ Current Passport Marriage Certificate

a color 2" x 2" photo

\$110 check to U.S. Department of State (if current is older than 1 year)

7. Change name on bank account(s)
 8. Notify employer of name change
 9. Change name on Credit cards (list cards below)

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____

10. Change name on insurance (list companies below)

<input type="checkbox"/> Health: _____	<input type="checkbox"/> Life: _____
<input type="checkbox"/> Auto: _____	<input type="checkbox"/> Home/Renters: _____
<input type="checkbox"/> _____	<input type="checkbox"/> _____

11. Change name with mortgage or rental company

- Change name with utilities

Gas Electric Cable Internet Telephone Water Trash

12. Change name with autopay services (list companies below)

<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____
<input type="checkbox"/>	_____	<input type="checkbox"/>	_____