

ITEMS TO COMPLETE PRIOR TO HEARING

Adult Name Change (check off boxes)

THE INFORMATION IN THIS CHECKLIST IS NOT A SUBSTITUTE FOR PROFESSIONAL LEGAL ADVICE. THE COURT ASSUMES NO RESPONSIBILITY AND ACCEPTS NO LIABILITY FOR ACTIONS TAKEN BY USERS OF THIS DOCUMENT, INCLUDING RELIANCE ON ITS CONTENT.

Contact the Franklin County Legal Journal, 100 Lincoln Way East, Chambersburg, PA 17201, phone number 717-267-2032, and give them a copy of the completed Notice (see below) to advertise before the hearing, unless notice is waived by Court Order. Request proof of publication be mailed to you. You are responsible for the costs of publication.

Contact one local newspaper of general circulation (Chambersburg Public Opinion, 77 N. Third St., Chambersburg, PA 17201, phone number 877-211-8612; Waynesboro Record Herald, 30 Walnut St., Waynesboro, PA 17268, phone number 888-448-5905; Mercersburg Journal, 13 N. Main St., Mercersburg, PA 17236, phone number 717-328-3902) and give them the completed Notice (see below) to advertise before the hearing, unless notice is waived by Court Order. Request proof of publication be mailed to you. You are responsible for the costs of publication.

Contact the Franklin County Prothonotary's Office, 14 N. Main St., Chambersburg, PA 17201, phone number 717-261-3858, and have a records search performed to see if any judgments, liens, or any similar matters are of record against the person whose name is going to be changed and contact the Prothonotary's Office from all other counties in which they have resided within 5 years prior and have a similar search run.

File a set of fingerprints with the Franklin County Prothonotary's Office, 14 N. Main St., Chambersburg, PA 17201, phone number 717-261-3858. The fingerprint card can be acquired at the Franklin County Prothonotary's Office. Fingerprinting can be done at the Pennsylvania State Police Station, 3800 Black Gap Road, Chambersburg, PA 17202, phone number 717-264-5161.

ITEMS TO BRING TO HEARING

- Proof of publication of the Notice from the Franklin County Legal Journal.
- Proof of publication of the Notice from a local newspaper of general circulation.
- Proof of an official records search from the Franklin County Prothonotary's Office and any other county's Prothonotary's Office where the person requesting the name change has resided within the past 5 years.
- Proof that a set of fingerprints has been filed with the Franklin County Prothonotary's Office.

Notice for Publication in Franklin County Legal Journal and Newspaper of general circulation, please omit parenthesis if typing:

NOTICE OF NAME CHANGE:

THE COURT OF COMMON PLEAS OF THE 39th JUDICIAL DISTRICT OF PENNSYLVANIA – FRANKLIN COUNTY BRANCH

Civil Action – Law, Case No. _____ (docket number)

Judge Assigned: _____ (Judge Last Name)

In Re: Petition for Name Change of _____ (Name of Petitioner)

NOTICE IS HEREBY GIVEN that Petitioner, _____ (Full Name of Petitioner),

filed a Petition for Name Change on _____, 202__ (date Petition filed of record)

in the above Court, requesting a decree to change their name to _____ (full

requested name). The Court has ordered a hearing on the Petition on _____,

202__ at __:__.m. (date of hearing), in Courtroom _____ (location of hearing),

Chambersburg, Pa. All persons interested may appear and show cause, if they have any, why the requested relief should not be granted.