

Instructions for Filing Recognition of Change of Gender and Name Change Petitions

An original and one (1) copy of the following documents must be complete and submitted to the Fresno Superior Court Clerk's Office, Civil Filing Division, when applying to the Court for Change of Name and Recognition of Change of Gender:

1. For Adults - Petition for Recognition of Change of Gender and Sex Identifier, Name Change, and Issuance of Birth Certificate (NC-300)
 - a. For a **Minor** - Petition for Recognition of Minors Change of Gender and Sex Identifier, Name Change, and Issuance of Birth Certificate (NC-500)
2. Order to Show Cause
 - a. Changing Name (NC-125)
 - b. Issuance of Marriage License (NC-325)
 - c. If for a Minor (NC-520)
3. Order Recognizing Change of Gender and Sex Identifier, for Change of Name, and for Issuance of New Certificates (NC-330)
 - a. For a **Minor** - Order Recognizing Minors Change of Gender and Sex Identifier, for Change of Name, and for Issuance of New Certificates (NC-530)

Important Notice for Name and Gender Changes for a Minor

If a minor's name and gender is being changed, the non-petitioning parent must be personally served with a copy of the Order to Show Cause and the Petition within four weeks of the issuance of the order. A proof of service showing the non-petitioning parent was personally served with these documents must be filed with the court.

If the person to be served lives in California, the form and petition must be served in person. If they live outside California, the form may be served either in person or by first-class mail requiring return receipt. If such service is not possible, or if the person lives outside the United States, the court may order that service be done in another way.

Service must be made by someone other than the petitioner, but the petitioner must have the server complete a proof of service and file with the court. (Form NC-121 may be used)