



## ACCESS Center Name and Gender Change A-Z

### ADULT NAME AND GENDER CHANGE

**Q: Why would I need to file a Name and Gender Change at the same time?**

**A:** Please review the information regarding gender change to determine whether it is necessary to file a name and gender change together. If you do not need to file a gender change and just want to change your name to conform to your gender identity, visit <https://www.sfsuperiorcourt.org/self-help> for more information on name change to conform to gender identity.

**Q: What forms do I need to file a Name and Gender Change?**

**A:** You will need the following forms available at <https://www.courts.ca.gov/25797.htm>:

- CM-010, Civil Case Cover Sheet
- NC-200, Petition for Change of Name, Recognition of Change of Gender, and Issuance of new Birth Certificate
- NC-110, Attachment to Petition for Change of Name (attached to NC-200)
- NC-125/NC-225, Order to Show Cause for Change of Name to Conform to Gender Identity
- NC-230, Decree Changing Name and Order Recognizing Change of Gender and for Issuance of New Birth Certificate

**Q: Will I need to publish in a newspaper if I am changing my name to conform to gender identity and requesting court for recognition of change of gender?**

**A:** No, you will not need to publish in a newspaper if you are changing your name to conform to your gender identity.

**Q: What do I do after I complete the forms?**

**A:** Make one photocopy each of forms NC-200, NC-110, and NC-125/NC-225. Put the photocopies behind each original form. Attach form NC-110 to form NC-200. No need to make copies of CM-010 or NC-230. Double-hole punch the top of all the original forms. Bring all your papers to the Civic Center Courthouse located at 400 McAllister Street, San Francisco, CA 94102. File your papers in Room 103 at the “New Filings” window. The clerk will schedule a court date for at least eight weeks later.

**Q: How much does it cost to file a name and gender change?**

**A:** Please visit the court’s webpage for current filing fees:

<https://www.sfsuperiorcourt.org/forms-filing/fees>

If you are low income and cannot afford the filing fee, you can file a fee waiver request with the Court.

**Q: What can I expect at the court date?**

**A:** The court date and location are listed on form NC-125/NC-225. If there are no objections or issues, the judge will approve the petition. The clerk will give you the NC-230, Decree Changing Name and Order Recognizing Change of Gender and for Issuance of New Birth Certificate signed by the judge approving the name and gender change.

**Q. If my petition is granted, will my new name and gender be automatically updated with the government?**

**A:** No. It is your responsibility to contact each government agency and follow their procedures to obtain new legal documents in your new name and gender. Most government agencies will require you to provide a certified copy of the decree. You can request a certified copy of the Decree Changing Name and Order Recognizing Change of Gender and for Issuance of New Birth Certificate (NC-230) from the records department at the Civic Center Courthouse located at 400 McAllister Street, Room 103, San Francisco, CA 94102. Please visit <https://www.sfsuperiorcourt.org/sites/default/files/pdfs/Statewide%20Fee%20Schedule%20rev%201-6-20.pdf?1588971058419> for information on fees for certified copies. This fee is waived if you have a fee waiver granted.