

# Name Change Guide

## Who do you need to notify of your recent name change?

COMPLETED	GOVERNMENT	MORE INFO
	Birth Certificate	Please visit your local Vital Records Office to get a copy of your Birth Certificate. For Madison County, please visit: <a href="http://www.co.madison.il.us/departments/county_clerk/vital_records/birth_certificates.php">http://www.co.madison.il.us/departments/county_clerk/vital_records/birth_certificates.php</a>
	Social Security Administration	<p>*Must be done before Drivers License*</p> <p>Please fill out &amp; print the Social Security Application in the link below, and mail or take it to your local Social Security Office. <a href="https://www.ssa.gov/forms/ss-5.pdf">https://www.ssa.gov/forms/ss-5.pdf</a></p> <p>Please provide an original copy of your Birth Certificate or U.S. Passport. Identification must be provided in a form of your Drivers License, State ID, or U.S. Passport. *If you provide your U.S. passport for one document, you must be able to provide one of the other documents listed.</p>
	Drivers License	<p>Name changes must be reported in person. You cannot change your name online or by mail.</p> <p>Visit an IL Secretary of State office &amp; bring:</p> <ul style="list-style-type: none"> <li>• Your current IL license or ID</li> <li>• Your legal name change document(s), such as:                             <ul style="list-style-type: none"> <li>○ Marriage Certificate</li> <li>○ Divorce Degree</li> <li>○ Court Order</li> </ul> </li> <li>• Payment for applicable fees. (Please see the "Fees to Change Your Name in Illinois" section below.)</li> </ul>
	Car Title & Registration	<p>Do this at the same time as your license.</p> <p>Corrected Vehicle Title &amp; Registration:</p> <ul style="list-style-type: none"> <li>• Title (if surrendering original IL title): \$15</li> <li>• Title (without original IL title): \$95</li> <li>• Registration card: \$3</li> </ul>
	Passport	<p>You may be eligible to renew your passport by mail using Form DS-82. If you are eligible to use Form DS-82*, submit the following by mail: <a href="https://eforms.state.gov/Forms/ds82.pdf">https://eforms.state.gov/Forms/ds82.pdf</a></p> <ul style="list-style-type: none"> <li>• Your most recent U.S. passport</li> <li>• Your original or certified name change document, such as a marriage certificate or court order (no photocopies or notarized copies)</li> <li>• One color passport photo</li> <li>• Adult Renewal Applicant fees or Child Applicant fees, depending on your age</li> </ul>

## Other Accounts to Notify:

Utilities	
Electricity	
Gas	
Water	
Communications	
Home Phone	
Cell Phone	
Internet	
Pay TV	
Employment/ Education	
Current Employer	
Business Registrar	
Work Funded Pension Plan	
Work Funded Health Insurance	
Educational Institutions	
Alumni Organizations	
High School	
Your Children's School	
Licenses (Nursing, Teaching, CPA, etc.)	

Finance	
Bank Accounts	
Credit Cards	
Credit Unions	
Store Cards	
Investment Accounts	
Mortgage	
Personal Loans	
Holdings	
Memberships	
Library Card	
Gym Membership	
Subscriptions	
Travel Rewards & Frequent Flyers	
Shopper Rewards	
Video Libraries	
Automobile Clubs	
Professional Memberships	
Sporting Associations	

Health	
Dentist	
Doctor	
Optometrist	
Ambulance Subscription	
Specialist	
Insurance	
Home/Contents Insurance	
Car Insurance	
Health Insurance	
Life Insurance	
Income Protection Insurance	
Other	
Estate Planning Documents	
Property Deeds	
Real Estate Agent	
Attorney	
Accountant	
Tollway Accounts	
Social Media Accounts	
Vet/Pet Microchip Co.	

### Name Change Tips

- Always make the SSA the first place to change names. Most government agencies, including the DMV, can only change your name to what is currently recorded with the SSA.
- Get photo ID/Drivers Licence in your new name as soon as possible. Some companies accept updated photo ID as proof of name change.
- Set aside a day to get all your name change notifications done at once. Name changes that drag out can occupy a lot of head space and can cause problems should you need to prove identity.
- Set a deadline for your name change.