

# Name and Gender Change, Dallas County

Doing your own name and gender change (called filing *pro se*) can be challenging and a bit scary because you don't want to either have your petition rejected by the judge or be told you did something wrong and have to do it over, potentially incurring additional filing fees.

These instructions should help you understand the process. Note that the instructions here cover gender marker changes to a Texas Driver's License or Identity Card, not changing the gender marker on a birth certificate. At this time and in Texas, that probably is best handled by a lawyer.

We have created this information packet to try to simplify the process, as currently in place in Dallas County. The general procedure should be applicable for other counties, but the forms, costs, and some procedures likely will be a little different.<sup>1</sup>

The four basic steps in filing for a name change or name and gender change are:

- ❖ fill out the forms
- ❖ file the forms
- ❖ get fingerprinted (for background check)
- ❖ see the judge

Although this should be all that is needed, some judges have asked for additional documentation, at least for the gender marker change. You may want to collect any or all the following documents to help substantiate your petition. These would be carried with you to court in case the judge asks for additional support for the request.

- ❖ counselor letter (probably should be less than a year old, possibly the more recent the better)
- ❖ letter from your physician
- ❖ letters from acquaintances who know you in your affirmed gender role

Most counselors should have their own format to use for letters of this kind. Sample physician and acquaintance letters are provided in Appendix 1, and editable files are included in the zipped file as Attachment 1. The zipped file is available at [tpride.org](http://tpride.org). The acquaintance letter should be modified to reflect the relationship and level of knowledge about the petitioner; these are probably the least important of these, and you should only get them if the acquaintance knows you well. It is best if they can write the letter as a representative of an organization involved in LGBT advocacy.

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<sup>1</sup> Note that you can also read about the general process at [TexasLawHelp.org](http://TexasLawHelp.org), in their Name Change Kit, available here: [http://texaslawhelp.org/files/685E99A9-A3EB-6584-CA74-137E0474AE2C/attachments/F448FB0A-9D07-43C5-BD7F-A52CF6741A38/name\\_adult\\_kit\\_final.pdf](http://texaslawhelp.org/files/685E99A9-A3EB-6584-CA74-137E0474AE2C/attachments/F448FB0A-9D07-43C5-BD7F-A52CF6741A38/name_adult_kit_final.pdf). This includes the forms, but **does not** include any information on gender marker changes. If this link does not work, search for "adult name change forms" and look for "Adult Name Change Forms and Instructions in English and Spanish" in the results.

## ***Step 1: Fill Out the Forms***

You will be completing two “forms”: a petition to the court requesting the legal changes, and the order that the judge will sign when they grant your petition. The two forms you will need are

- ❖ *Original Petition for Change of Name of an Adult*
- ❖ *Final Order Granting Change of Name of an Adult*

Note that it is a good idea to fill both these out at the same time so that the information matches, but you will not be doing anything with the final order until you see the judge.

### **Name Change Only**

If filing for a name change only, you should use a simple fill-in-the-blank form that is available from three places.

- ❖ TexasLawHelp.org—This is part of the Name Change Kit available at TexasLawHelp.org (see Footnote 1).
- ❖ Dallas County Law Library, at the George Allen Courts Building, Second Floor. They will give you a master that you can copy there in the library. Copies were \$0.20 per page in November 2012.
- ❖ As part of this document. The forms themselves are included here as Appendix 2, and the entire Name Change Kit is included as Attachment 2 in the zipped file, available at tpride.org. Note that *it is recommended to get the forms online or at the Law Library* to make sure you have the most current version.

Fill out everything in the Petition except for the cause number, court type, and county blank at the top of the first page, which the clerk will complete when you file.

***Do not sign yet.*** You will sign the petition in front of the notary, covered in the next section, “File the Forms.”

Now fill out the final order, except for the cause number, court type, and county blank at the top of the first page.

You are now ready to file!

### **Name and Gender Marker Change**

The forms described in the “Name Change Only” section above have no provision for changing one’s gender, so for that you will need to complete your own petition and final order. You are basically including all the information provided on the fill-in-the-blank forms and adding an additional request to change your gender on state identification documents.<sup>2</sup>

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<sup>2</sup> Changing the gender marker on state identification should allow you to change most other gender markers, such as the gender you are listed as for insurance, bank accounts, and so forth. You can now change your U.S. Passport gender markers through a separate process, described in a policy resource on the web site of the National Center for Transgender Equality (transequality.org).

Templates that you can use for this can be found in Appendix 3 of this document, and editable versions are available as Attachment 3 of the zipped file. The zipped file may be downloaded at [tpride.org](http://tpride.org). Appendix 3 and Attachment 3 both include the petition and the final order.

PLEASE NOTE that these have worked before, but we are not lawyers and make no guarantee that these will work in your *pro se* filing. In providing these, we are not providing legal advice. We are simply providing a template on which to base your petition and final order.

Make changes to everything enclosed in square brackets [ ] in the petition. Leave the cause number, court type, and county blank at the top of the first page as the clerk will complete these when you file. Note on paragraphs 11 and 13 of the Petition (justification for gender marker change): The text provided states that the petitioner is “undertaking a medically required period of life in the male/female gender prior to surgical sex reassignment.” This text has worked, but you may be able to enter other justifications as well. And note that stating this is undertaken prior to “surgical sex reassignment” does not state that that assignment will take place. If you use other justifications, you may want to refer to the WPATH guidelines and state that you are following those guidelines. If you change either of these paragraphs or any other paragraphs, make the same changes to the final order as well.

*Do not sign yet.* You will sign the petition in front of the notary, covered in the next section, “File the Forms.”

Now fill out the final order, except for the cause number, court type, and county blank at the top of the first page.

You are now ready to file!

## ***Step 2: File the Forms***

You will be filing the forms at the county courts building, and this is likely true of most counties in Texas. In Dallas, the location is:

George L. Allen, Senior, Courts Building  
600 Commerce Street  
Dallas, Texas 75202

The following instructions, where describing locations, are for Dallas County. Specifics may differ for other counties, but they will likely be similar.

### **Talk to a Clerk**

The petition will be filed in the District Clerk office on the first floor. You can ask the guard where it is, but it is very easy to find, straight ahead on the right after walking in the front door.

Get in line and wait for the next available clerk. Show the paperwork to a clerk, who will then point you to the notary behind you. You may be able to skip this step, but it is probably a good idea to visit a clerk first in case the procedure has changed.

## Have the Petition Notarized

Go to the notary's desk. *This is where you sign the petition.* Follow the instructions from the notary, who will have you sign the document and sign the record book. The charge in November 2012 was \$6.00 to have the petition notarized.

## Make Photocopies

Now you will want at least one copy of your petition as you will file the original. Copies are cheap, so you may want to make a couple just in case. The copies will not likely be needed for anything except as a record of the filing in the unlikely event something is lost.

Go to the second floor, and look to the side as you get off the elevator for the doors to the Law Library. Copies there cost \$0.20 per page in November 2012.

## File the Petition to Get the Court Assignment

Return to the first floor District Clerk office to see a clerk. You will need to fill out a form they give you and select the type of action you are taking. There are two options here:

- ❖ The form has the name change action listed as a family court procedure, and that is what they should give you if you are filing for a name change only. The cost for the name change in a *family court* in November 2012 is \$248.
- ❖ Not shown on the form is the name and gender marker change, so you will need to let the clerk know if you are doing the name and gender marker change. The clerk should assign you to a *civil court* for that, and the charge in November 2012 is \$255.

Here you will need to *make sure to inform the clerk if you are doing the gender marker change so you are assigned to the correct court.* Also, give your copies of the petition to the clerk and they can stamp them to show they are official.

The clerk will assign you to a court, stamp the court number on your petition and copies, and take your money. They then should direct you to the appropriate floor to pick up a fingerprint package. If you are doing the name change only, you should be directed to the family court on the third or fourth floor; if you are doing the gender marker change, you should be directed to the civil court on the sixth floor. Follow the instructions to go to the clerk for the appropriate court to pick up your fingerprint package.

## Pick Up the Fingerprint Package

The fingerprint package for the family court should be straightforward. Go to the clerk for the court to which you have been assigned and ask for the fingerprint package.

**Note about going to the civil court:** If you are getting the gender marker change, the clerk for the civil court to which you are assigned may think you have been assigned to the wrong court because they may handle few gender marker changes. *Be patient* and explain that you are getting a gender marker change with the name change, and that the person in the main clerk's office said that had to be done in a civil court. Again, be patient! This is not a standard procedure that every clerk knows about. They may have to make some phone calls, but will eventually work it out. You should wind up getting an

envelope with two fingerprint cards and a photocopied page about where to go to get the fingerprints done. In some cases, they may have to send you to a different office to pick up the fingerprint cards.

### ***Step 3: The Fingerprint Step***

You may want to ask the person who gives you the fingerprint package where they recommend getting fingerprinted as things could change. In November 2012, one option was to follow the instructions in your fingerprint packet to make an appointment and visit a fingerprint center (see <http://11enrollment.com> or <https://www.ibtfingerprint.com/> for locations and online registration). However, it is probably faster and easier (and slightly cheaper) to visit the Lew Sterrett North Tower fingerprint office.

Lew Sterrett Justice Center, North Tower  
111 West Commerce Street  
Dallas, Texas 75208

Park across the street for about \$4.00, then walk over to the buildings in the justice center complex. Go into the building on your left to get to the North Tower. Ask at one of the information windows just inside the door for the fingerprint office, and they can point you in the right direction. They may tell you to make several turns and it may sound confusing, but it is actually fairly easy to find. As you walk along the hallways, keep an eye out for a small sign that says "Fingerprint Office" as it is easy to miss. Go up to the window and let them know you need fingerprinting, and they will charge you the fee, \$5.00 per card in November 2012.

The instruction sheet in your fingerprint package should have the address for the Texas Department of Public Safety office where you need to send the fingerprint cards for the background check. If not, you can get the information here: <http://www.txdps.state.tx.us/internetforms/Forms/CR-65.pdf>. These are being sent to do a state and federal background check for criminal history.

Complete the rest of the forms and send them to the DPS office with your payment by check or money order for the background check. The cost was \$31.50 in November 2012. Be sure to send them with tracking or receipt verification (check at the post office for options) so that you know they arrive where they are supposed to go.

Now you wait for a couple weeks for the background check to be done.

### ***Step 4: See the Judge***

#### **The Court Date**

A couple weeks after sending your fingerprint cards to DPS, the background check should have been done and the results sent to your court clerk. Call the clerk of the court to which your petition was assigned (there should be a number in your fingerprint packet, but if not, look it up on the County web site) and check to see if they have received the background check. If they have, you can now set a date to see the judge. They should be able to set you a court date within a few weeks of when you call, but when it is depends on the schedule for the court.

And now you wait for your court date—you're almost there!

## **Go to Court**

On the day of your appearance before the judge, plan to arrive a little early to make sure you allow for any unexpected problems. Dress conservatively, business or business casual. Take your final order with you, and have several copies of the final order with you. Be sure to have any supporting documentation (such as letters from counselors, physicians, and acquaintances) ready so that you can get them quickly if the judge wishes to see them.

When you arrive, you may want to check with your court's clerk (where you went for your fingerprint packet) to see if there are any changes. Sometimes cases get shuffled to other judges. Then go to your assigned court and check in with the bailiff or clerk there. Some people have been given transcripts to read when they appear before the judge, but others have not. Just ask for any instructions if you are not sure. It's better to ask questions of the clerk or bailiff rather than the judge.

In some courts you may give your order to a court official such as the bailiff to give to the judge, but most likely you will hold onto it until it is your turn. The judge will have your petition, and will ask for the final order when they want it.

Wait your turn, and promptly go to position when your name is called. Always address the judge with "Sir/Ma'am/Your Honor" and be polite. Answer any questions completely, but avoid rambling or straying from the topic. If the judge decides not to sign your orders, or to only grant part of your petition (they could grant the name change but not the change of gender marker, for example), you may ask what the judge recommends to address any deficiencies in your plea, but do not argue. Thank the judge when your petition has been decided.

These instructions won't go into what to do if your petition is denied. The best advice is to follow any instructions the judge provided, and you may need to seek the advice of an attorney at that point.

## **The Final Steps**

When the judge's final order is signed in your favor, first, congratulate yourself! You did it!

The original final order that the judge signed will be filed, but you will return to the clerk for that court (the judge should specify where you should go when you leave the courtroom) to take care of the final filing of the order. There, the clerk can stamp all your copies so you have certified copies for places you need to submit certified copies to make changes to your name and gender marker. In Dallas County, these certified copies are free, but there is a charge for certified copies if you go back to the court to get them later.

## **Change your Identification**

You can start immediately changing your identification. Just take a certified copy of the final order with you to document the legal name and gender change. Local places you visit in person may not need to keep a certified copy, but some places may require one. Some of the places where you should change your name and gender marker are listed here.

- Department of Public Safety (driver's license or state identification)
- Employers
- Bank and brokerage accounts
- Utility companies
- Lease agreements
- Mortgage agreements
- Other loans
- Wills and other legal instruments
- Tax appraisal offices
- Insurance policies
- Social Security Administration
- U.S. Department of State (passport)
- Doctor offices
- Auto and other vehicle titles
- Professional Organizations
- University/School records

## *The Costs*

Here are the total costs as of November 2012 for getting either a name change or name and gender marker change. This *does not include* any costs for updating accounts and identifications such as getting a new driver's license.

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### Costs for Name and Gender Marker Changes, November 2012

	Name Change Only	Name and Gender Change
Parking at George Allen Courts	\$2.00	\$2.00
Notarize the Petition	\$6.00	\$6.00
Copies of the Petition	\$2.00	\$2.00
File the Petition	\$248.00	\$255.00
Parking at Lew Sterrett Justice Center	\$4.00	\$4.00
Fingerprinting	\$10.00	\$10.00
Postage to send fingerprints to DPS	\$4.00	\$4.00
Background check	\$31.50	\$31.50
<b>Total</b>	<b>307.50</b>	<b>314.50</b>

# Appendix 1: Physician Support Template Acquaintance Support Template



[name]  
[physician office, if applicable]  
[address]  
[telephone]

To whom it may concern:

I, [physician's full name], [physician's medical license or certificate number], [issuing U.S. State/Foreign Country of medical license/certificate], am the physician of [name of patient], with whom I have a doctor/patient relationship and whom I have treated.

[Name of patient] has had appropriate clinical treatment for gender transition to the new gender [specify new gender male or female].

I declare under penalty of perjury under the laws of the United States that the forgoing is true and correct.

[Signature]

[Typed Name]

[Date]

[name]  
[organization, if representative of an organization]  
[address]

[date]

The Honorable [full name], Judge  
[formal court name]  
[address]

Dear Judge [last name],

My name is [name], and I am writing on behalf of the person before you today to petition for a change of name and gender marker, if applicable. The person is legally known as [legal name], and the gender marker on this person's state identification currently is "[gender]."

[why writing: include how long you have known them, consistency in presenting as affirmed gender, and other information you feel supports their request]

[reason this is important to the petitioner; for example, needs to help with finding a job; may want to include something like "The petitioner has noted that not having the name and gender marker match [his/her] presentation has made it difficult to find a new job because potential employers fill positions with someone else after seeing a mismatched legal name and gender marker."]

[include some background information such as the following]

This experience is not uncommon for persons in the transgender community. In its report *Injustice at Every Turn*, the National Center for Transgender Equality presents findings from the largest survey of transgender persons to date: 6,450 persons across the United States and its Territories. Under the discussion of employment, the data indicates substantial disparities for transgender and gender nonconforming persons: double the rate of unemployment, 47% adverse job outcomes and 26% losing a job because of gender identity, and poverty levels (15% of respondents reported incomes of less than \$10,000/year) nearly four times that of the general population.

The study also showed that successful employment is related to matching identity documents. Of those transgender persons making \$50,000 to \$100,000 per year, only 23% have no matching documentation; whereas 51% of those making under \$10,000 per year have not been able to update documentation. Among those who have transitioned to their affirmed gender and have an updated name and gender marker on their driver's license, 52% report hiring discrimination; without an updated driver's license, the rate jumps to 64%. Likewise, when renting or buying a home, 20% of those with matching documentation report being denied a home or apartment; the rate rises to 32% for those without matching documentation.

[Petitioner] is a competent [man/woman] who is well established in [his/her] affirmed identity. I believe it is in the best interests of not only [petitioner], but of the State and society to allow the change requested in this petition. I also believe that it will be detrimental to [petitioner's] health and livelihood to deny these changes, and that doing so will interfere with the "unalienable rights" identified in the United States Declaration of Independence as endowed of all human beings, the right to Life, Liberty, and the pursuit of Happiness.

Respectfully,

[signature]

[name]

[organization if signing as a representative of an organization]

[birth date and contact telephone number if signing as an individual]

**Appendix 2:  
Petition to Change the Name of an Adult  
Final Order to Change the Name of an Adult  
(from TexasLawHelp.org)**

Name of person filing this Petition (*Petitioner*)

*The clerk fills out below.*

\_\_\_\_\_  
*Print current first, middle, and last names.*

**Cause No:**

In the (*check one*):  District  County  Justice Court of:  
\_\_\_\_\_ County, Texas

## Petition to Change the Name of an Adult

*(Print.)*

### I. Petitioner

1. My current name is: \_\_\_\_\_,  
*first* *middle* *last*

2. I ask the Court to change my name to:  
\_\_\_\_\_  
*first* *middle* *last*

3. The reason I want to change my name is:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### II. Personal Information

1. Home Address: \_\_\_\_\_  
*street address* *city* *state* *zip code*

2. Social Security Number: \_\_\_\_\_

3. Driver's license number: \_\_\_\_\_ State that issued license: \_\_\_\_\_

4. Date of birth: \_\_\_\_\_  
*month* *day* *year*

Gender:  Male  Female

5. Place of birth: \_\_\_\_\_  
*city* *county* *state* *country*

6. Race: \_\_\_\_\_

7. Phone Number: \_\_\_\_\_

### III. Criminal History

1. Have you ever been **charged** with a Class A or B misdemeanor or a felony?  Yes  No

*If yes -- Write your FBI or SID numbers, if known. FBI # \_\_\_\_\_ SID# \_\_\_\_\_*

List each offense charged here. If you need more space, attach an additional page.

Offense (charged)	Cause Number	County	Court number	Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court

2. Have you ever been **convicted** of a felony?  Yes  No

If yes -- The court **may** order your name changed **if** it has been at least 2 years since you were discharged by TDCJ and completed probation or parole **or** if you were pardoned. Attach proof from TDCJ. See below.

List **all** of your felony convictions here. If you need more space, attach an additional page.

Offense (convicted)	Cause Number	County	Court number	Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court

3. Are you required to register as a sex offender?  Yes  No

If Yes, attach a copy of your notification to local law enforcement. See below.

4. I ask the Court to make an Order to change my name, and any other Orders I may be entitled to.

I swear under oath that the facts stated in this Petition are true and correct, and that there will be no discovery.

**Do not sign until you are in front of the notary!**

\_\_\_\_\_   
 Petitioner signs in front of a notary      Date

**Notary fills out below.**

State of Texas, County of \_\_\_\_\_   
 (Print the name of county where this affidavit is notarized.)

Sworn to and subscribed before me, the undersigned authority, on this date: \_\_\_\_\_ by

\_\_\_\_\_  
(Print the first and last names of the person who is signing this affidavit.)

(Notary's seal here)

\_\_\_\_\_  
Notary's signature

**Attach these documents to your Petition:**

- A legible and complete set of your fingerprints on a Texas Department of Public Safety or Federal Bureau of Investigations fingerprint card. Write "**Exhibit A**" at the top.
- A copy of the *Sex Offender Update* form you submitted to local law enforcement notifying them you are asking the Court to change your name. Write "**Exhibit B**" at the top.
- If you were convicted of a felony, and it has been at least 2 years since you were discharged, completed probation, or were pardoned, attach proof from TDCJ. Write "**Exhibit C**" at the top.

Print court information exactly as it appears on your Petition

Name of person who filed the Petition (*Petitioner*):

\_\_\_\_\_

First

middle

last

Cause No:

\_\_\_\_\_

In the (*check one*):  District  County  Justice Court of:

\_\_\_\_\_ County, Texas

## Final Order to Change the Name of An Adult

A hearing took place today, and the following people were present.

### I. Appearances

The Petitioner was present, and without an attorney.

Petitioner's name: \_\_\_\_\_

*First*

*middle*

*last*

### II. Jurisdiction

The Court finds that it has jurisdiction over this case and the Petitioner.

### III. Record

A Court Reporter (*check one*):

did

did **not** record today's hearing.

### IV. Findings

The Court finds that Petitioner's personal information is as follows:

1. Current name: \_\_\_\_\_

*First*

*middle*

*last*

2. Home Address: \_\_\_\_\_

*street address*

*city*

*state*

*zip code*

3. Social Security Number: \_\_\_\_\_

4. Driver's license number: \_\_\_\_\_ State that issued license \_\_\_\_\_.

5. Date of birth: \_\_\_\_\_

*month*

*day*

*year*

6. Place of birth: \_\_\_\_\_

*city*

*county*

*state*

*country*

7. Petitioner is: (*Check one.*)

Male

Female

8. Petitioner's race is: \_\_\_\_\_

9. Petitioner: (Check one.)

does **not** have FBI number or SID number.

Petitioner's FBI (Federal Bureau of Investigations) number is: \_\_\_\_\_.

Petitioner's SID (State Identification) number is: \_\_\_\_\_.

10. Petitioner: (Check one.)

has **not** been charged with a crime above the grade of class C misdemeanor.

**has** been charged with these crimes above the grade of Class C misdemeanor.

Listed below is the case number and court for each crime in which a warrant was issued for Petitioner's arrest or in which charges were filed or presented against Petitioner:

Offense (charged)	Cause Number	County	Court number	Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court
_____	_____	_____	_____	<input type="checkbox"/> District Court
_____	_____	_____	_____	<input type="checkbox"/> County Court

11. Petitioner: (Check one.)

has **not** been finally convicted of a felony.

**has** been convicted of a felony, and the requirement of section 45.103(b) of the Texas Family Code have been met, thus allowing a change of name.

12. Petitioner: (Check one.)

is **not** a registered sex offender.

is a registered sex offender, and the requirement of section 45.103(c) of the Texas Family Code have been met, thus allowing a change of name.

13. Petitioner attached a legible and complete copy of Petitioner's fingerprints on a Department of Public Safety or Federal Bureau of Investigation fingerprint card to the petition.

14. Petitioner's change of name is in Petitioner's interest or benefit and is in the interest of the public.

### V. Orders

The Court orders the Petitioner's name be changed from (*current name*):

Current name: \_\_\_\_\_  
*first middle last*

To this name: \_\_\_\_\_  
*first middle last*

### VI. Other Orders

The Court has the right to make other orders, if needed, to clarify or enforce this order. Any orders requested that do not appear above are denied.

\_\_\_\_\_  
Date of Judgment



\_\_\_\_\_  
Judge's signature



**Appendix 3:**  
**Petition to Change the Name of an Adult**  
**Final Order to Change the Name of an Adult**

CAUSE NO. \_\_\_\_\_

IN THE MATTER OF THE:

**CHANGE OF NAME OF**  
[Full Current Name Bold]

AN ADULT

§  
§  
§  
§  
§  
§  
§  
§  
§

IN THE DISTRICT COURT OF

DALLAS COUNTY, TEXAS

JUDICIAL DISTRICT \_\_\_\_\_

**ORIGINAL PETITION TO CHANGE THE NAME OF AN ADULT**

TO THE HONORABLE JUDGE OF THIS COURT:

This suit is brought by [Full Current Name Bold], Petitioner, who resides at [ Street, City, County ], Texas. Petitioner is an adult.

In support of this request and in accordance with Section 45.102 of the Texas Family Code, I provide the following information about myself:

1. No discovery is intended.
2. My current full name is [Full Current Name Bold].
3. My date of birth is [Full Month day, year].
4. I was born in [City, State].
5. My home address is [Street, City, County, State Zip].
6. My Social Security number is [Social Security Number].
7. Driver's license number and issuing state for any license issued in the past ten (10) years:  
  
No. [Driver's License number], issued in the State of [State].  
[add lines for any additional]
8. I am [enter your gender assigned at birth as male or female].
9. My race is [race].
10. I request that my name be changed to [Full New Name Bold].
11. I want to change my name for the following reason: The reason for the requested change of Petitioner's name is that Petitioner is currently undertaking a medically required period of life in the [enter your affirmed gender as male or female] gender prior to surgical sex reassignment.

12. I request that my gender identification be changed to [enter your affirmed gender as male or female].

13. I want to change my gender identification for the following reason: The reason for the requested change of Petitioner's gender identification is that as a transsexual person, a change of name without corresponding gender identification would be an incomplete change of name and would bias and frustrate the medical treatment of the Petitioner.

14. I do not have a SID (State Identification) or FBI (Federal Bureau of Investigation) number.

15. I have not been charged with a crime above the grade of Class C misdemeanor.

16. I have not had a final conviction of a felony.

17. I am not required to register as a sex offender under Chapter 62 of the Texas Code of Criminal Procedure.

18. I have attached a legible and complete set of my fingerprints on a Department of Public Safety or Federal Bureau of Investigation fingerprint card to this Petition as Exhibit 'A' as required by Texas Family Code Section 45.102.

19. I respectfully ask that the Court issue an order changing my name to **[Full New Name Bold]** with a corresponding change of gender identification to that of the [male or female] gender, and ask that the Court grant me any other relief to which I am entitled, general or specific, legal or equitable.

RESPECTFULLY SUBMITTED:

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Signature

**[Full Current Name Bold]**

[Street]

[City, County, State Zip]

[Phone number]

I, **[Full Current Name Bold]**, Petitioner, swear under oath that the facts stated in the above Original Petition to Change the Name of an Adult are true and correct.

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**[Full Current Name Bold]**

(This form should only be signed in the presence of a Notary Public.)

TO BE COMPLETED BY NOTARY:

SIGNED under oath before me on \_\_\_\_\_

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Notary Public, State of Texas

CAUSE NO. \_\_\_\_\_

IN THE MATTER OF THE:

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§

IN THE DISTRICT COURT OF

CHANGE OF NAME OF  
[Full Current Name Bold]

DALLAS COUNTY, TEXAS

AN ADULT

JUDICIAL DISTRICT \_\_\_\_\_

**ORDER GRANTING A CHANGE OF NAME OF AN ADULT**

On \_\_\_\_\_, this Court heard the Original Petition to Change the Name of an Adult, [Full Current Name Bold], Petitioner.

Petitioner appeared in person and announced ready.

The Court finds that it has jurisdiction of the case and of [Full Current Name, Not Bold], Petitioner.

[The Court will select one of the following]

- Testimony was not recorded, and the Court agreed that it did not need to be recorded.
- Testimony was recorded by the official court reporter for the Court.

The Court finds the following information regarding the Petitioner:

1. Petitioner is an adult.
2. Current full name: [Full Current Name Bold].
3. Date of birth: [Full Month day, year].
4. Place of birth: [City, State].
5. Home address: [Street, City, County, State Zip].
6. Social Security Number: XXX-XX-[last four digits of Social Security Number].
7. Driver's license number and issuing state for any license issued in the past ten (10) years:  
No. [Driver's License Number] issued in the State of Texas.
8. That for the Petitioner, as a transsexual person, a change of name without a corresponding gender identification correction would be an incomplete change of name and would bias and frustrate the medical treatment of the Petitioner.

9. Petitioner's race is: [race].
10. Petitioner does not have a SID (State Identification) or FBI (Federal Bureau of Investigation) number.
11. Petitioner has not been charged with a crime above the grade of Class C misdemeanor.
12. Petitioner has not had a final conviction of a felony.
13. Petitioner is not required to register as a sex offender under Chapter 62 of the Texas Code of Criminal Procedure.
14. Petitioner attached a legible and complete set of Petitioner's fingerprints on a Department of Public Safety or Federal Bureau of Investigation fingerprint card to the Petition.
15. That it would be in the interest or to the benefit of the Petitioner and is in the interest of the public to change Petitioner's original name and adopt another, and to correct Petitioner's identification from [male or female, as assigned at birth] gender to [male or female as affirmed gender] gender.

IT IS, THEREFORE, ORDERED that the Petitioner's name is changed from **[Full Current Name Bold]** to **[Full New Name Bold]**.

IT IS, FURTHER, ORDERED that the Texas Department of Public Safety issue to the Petitioner, upon the Petitioner's application, a corrected license or identification card reflecting the new name and gender identification as [male/female, the affirmed gender].

IT IS, FURTHER, ORDERED that all public and private agencies within the jurisdiction of this Court, upon request from the Petitioner, correct their records reflecting the Petitioner's new name and gender identification.

IT IS FURTHER ORDERED that the Petitioner not use the change of name and not use the change of gender identification for purposes of avoiding any and all past or future financial or credit obligations or liabilities, or for purposes of fraud; or for circumventing any laws or ordinances; or for the purpose of altering the Petitioner's birth certificate; or for the purpose of entering into a new marriage with a [male/female] prior to a subsequent court order to correct the Petitioner's birth certificate to [male/female].

IT IS FURTHER ORDERED that all relief requested in this case not expressly granted is denied.

SIGNED on \_\_\_\_\_ by PRESIDING JUDGE

\_\_\_\_\_  
JUDGE PRESIDING