

INSTRUCTIONS: FILL IN THE NAMES OF THE PARTIES AND THE INDEX NUMBER. COMPLETE THE BLANK SPACES NEXT TO THE INSTRUCTIONS PRINTED IN BOLD TYPE. PRINT AND USE BLACK INK ONLY. SIGN YOUR NAME IN THE PRESENCE OF A NOTARY PUBLIC.

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF NASSAU

-----X
In the Matter of the Application of

Index No. _____

(INSERT YOUR PRESENT FULL NAME)

For leave to change his / her name to

PETITION

(INSERT NAME REQUESTED)

-----X
TO THE SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF _____ : (INSERT COUNTY WHERE NOTARIZED)

The Petition of _____ (INSERT YOUR NAME)
respectfully shows the court the following :

1. I am a resident of Nassau County, residing at _____
_____ (INSERT YOUR FULL ADDRESS)

2. I was born at _____
(INSERT COUNTY, CITY, STATE, AND COUNTRY OF BIRTH)

3. I was born on _____ (INSERT DATE). I attach hereto as proof of my name and date of birth a certified copy of my birth certificate (or certified copy of my certificate of naturalization)

4. I am a citizen of (CHECK ONE) _____ The United States _____ A Foreign Country : _____
ALIEN REGISTRATION NUMBER : _____

5. I am (CHECK ONE)
_____ Single _____ Married _____ Divorced _____ Separated _____ Widowed

6. I am / am not paying / receiving (spousal support), (child support).

6a. If responsible for payments: I am / am not up to date with payments

If not up to date, the amount outstanding is: _____ (ATTACH ORDER)

7. I wish to change my name for the following reasons:

(INSERT REASON: USE ADDITIONAL SHEETS OF PAPER IF NEEDED)

8. I hereby state under penalty of perjury that : (**CIRCLE WHATEVER IS CORRECT**)

I have / have not been convicted of a crime

I have / have not been adjudicated a bankrupt

I have / do not have any judgments or liens pending against me.

I am / am not a party to any legal action or proceedings.

There is / is not a promissory note or other commercial paper outstanding that was held, endorsed, accepted or issued by me.

If you have answered in the affirmative (YES) to any of the above statements (paragraph 8) set forth a full and complete explanation of the circumstances:

(INSERT EXPLANATION. USE ADDITIONAL PAPER IF NECESSARY)

9. I state under penalty of perjury that I (**CHECK ONE**)

☐ Have ☐ Have not previously filed an application for a change of name with any court.

If such application was previously made, **DESCRIBE THE OUTCOME OF THOSE PROCEEDINGS AND ATTACH A COPY OF THE ORDER :**

Wherefore, your petitioner respectfully prays that an order be granted permitting the petitioner to assume the name of _____ (**INSERT NAME REQUESTED**).

Dated : _____ , 20____ .

Petitioner's Signature
(SIGN YOUR NAME)

Print Petitioner's Name

At Special Term Part II of the Supreme Court of the State of New York, held in and for the County of Nassau at 100 Supreme Court Drive, Mineola, NY on the ____ day of _____ 20____

**SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF NASSAU**

_____X

IN THE MATTER OF THE APPLICATION OF

(as parent or guardian of the infant)

NAME CHANGE ORDER

FOR LEAVE TO CHANGE (INFANT'S) NAME TO

INDEX NO.

_____X

PRESENT: HON. _____, **JSC**

Upon the Petition of _____ (as parent or guardian of the infant), verified the ____ day of _____ 20____, praying for an order changing the name of _____ to _____, and the Court being satisfied thereby that the Petition is true and that there is no reasonable objection to the change of name proposed; it is hereby

ORDERED, that (the infant) _____ born on _____ at _____, whose birth certificate number is _____ is hereby authorized to assume the name of _____ in place of the present name; and it is

ORDERED, that prior to the filing of the attached Petition and Order, thirty (30) days notice shall be given to the U.S. Department of Homeland Security, Bureau of Citizenship and Immigration Services, such service to be made by certified mail, return receipt requested, proof of such service being an affidavit of service and the receipt of payment; and it is further

ORDERED, that this order shall be entered, and the papers on which it was granted, filed in the Office of the Clerk of the County of Nassau prior to publication; and it is further

ORDERED, that at least once within sixty (60) days after the making of this order, a notice shall be published in the _____, and that the notice be in substantially the following form:

Notice is hereby given that an Order granted by the Supreme Court, Nassau County, on the _____ day of _____ 20____ bearing the index number _____, a copy of which may be examined at the Office of the Nassau County Clerk located at 240 Old Country Road, Mineola, New York, grants me the right to assume the name of _____.

My present address is _____.

The date of my birth is _____;

the place of birth is _____;

the present name is _____.

And it is further

ORDERED, that within ninety (90) days of the making of this Order, an affidavit of publication as herein directed shall be filed in the Office of the Clerk of the County of Nassau; and it is further

ORDERED, that a copy of this Order be served on the Nassau County Board of Elections by either regular mail or personal service, proof of such service being an affidavit of mailing, or a stamped copy of the signed order indicating receipt and the U.S. Department of Homeland Security, Bureau of Citizenship and Immigration Services, such service to be made by certified mail, return receipt requested, or by mail deposited with a recognized private carrier, proof of such service being an affidavit of service and the receipt of payment for either the certified mail or the recognized private carrier (filing of the return receipt card not required), within sixty (60) days after the making of this Order, and proof of such service shall be filed with the Clerk of the Court no later than ninety days of the making of this Order; and it is further

ORDERED, that upon full compliance with the above provisions of this Order, the Petitioner (infant) shall be known by the name _____ which the Petitioner (infant) is hereby authorized to assume and by no other name.

ENTER

J.S.C.

REQUEST FOR JUDICIAL INTERVENTION

UCS-840 (7/2012)

Supreme COURT, COUNTY OF

Index No: Date Index Issued:

CAPTION: Enter the complete case caption. Do not use et al or et ano. If more space is required, attach a caption rider sheet.

For Court Clerk Use Only	
IAS Entry Date	
Judge Assigned	
RJ Date	

Plaintiff(s)/Petitioner(s)

-against-

Defendant(s)/Respondent(s)

NATURE OF ACTION OR PROCEEDING: Check ONE box only and specify where indicated.

MATRIMONIAL

☐ Contested

NOTE: For all Matrimonial actions where the parties have children under the age of 18, complete and attach the **MATRIMONIAL RJ Addendum**.

For Uncontested Matrimonial actions, use RJ form UD-13.

TORTS

☐ Asbestos

☐ Breast Implant

☐ Environmental: (specify)

☐ Medical, Dental, or Podiatric Malpractice

☐ Motor Vehicle

☐ Products Liability: (specify)

☐ Other Negligence: (specify)

☐ Other Professional Malpractice: (specify)

☐ Other Tort: (specify)

COMMERCIAL

☐ Business Entity (including corporations, partnerships, LLCs, etc.)

☐ Contract

☐ Insurance (where insurer is a party, except arbitration)

☐ UCC (including sales, negotiable instruments)

☐ Other Commercial: (specify)

NOTE: For Commercial Division assignment requests [22 NYCRR § 202.70(d)], complete and attach the **COMMERCIAL DIV RJ Addendum**.

REAL PROPERTY: How many properties does the application include?

☐ Condemnation

☐ Mortgage Foreclosure (specify): ☐ Residential ☐ Commercial

Property Address: Street Address City State Zip

NOTE: For Mortgage Foreclosure actions involving a one- to four-family, owner-occupied, residential property, or an owner-occupied condominium, complete and attach the **FORECLOSURE RJ Addendum**.

☐ Tax Certiorari - Section: Block: Lot:

☐ Tax Foreclosure

☐ Other Real Property: (specify)

OTHER MATTERS

☐ Certificate of Incorporation/Dissolution [see NOTE under Commercial]

☐ Emergency Medical Treatment

☐ Habeas Corpus

☐ Local Court Appeal

☐ Mechanic's Lien

☐ Name Change

☐ Pistol Permit Revocation Hearing

☐ Sale or Finance of Religious/Not-for-Profit Property

☐ Other: (specify)

SPECIAL PROCEEDINGS

☐ CPLR Article 75 (Arbitration) [see NOTE under Commercial]

☐ CPLR Article 78 (Body or Officer)

☐ Election Law

☐ MHL Article 9.60 (Kendra's Law)

☐ MHL Article 10 (Sex Offender Confinement-Initial)

☐ MHL Article 10 (Sex Offender Confinement-Review)

☐ MHL Article 81 (Guardianship)

☐ Other Mental Hygiene: (specify)

☐ Other Special Proceeding: (specify)

STATUS OF ACTION OR PROCEEDING: Answer YES or NO for EVERY question AND enter additional information where indicated.

YES NO

Has a summons and complaint or summons w/notice been filed?

☐

If yes, date filed: _____

Has a summons and complaint or summons w/notice been served?

☐

If yes, date served: _____

Is this action/proceeding being filed post-judgment?

☐

If yes, judgment date: _____

No Fee Required

NATURE OF JUDICIAL INTERVENTION

Check ONE box only AND enter additional information where indicated.

- ☐ Infant's Compromise
☐ Note of Issue and/or Certificate of Readiness
☐ Notice of Medical, Dental, or Podiatric Malpractice
☐ Notice of Motion
☐ Notice of Petition
☐ Order to Show Cause
☐ Other Ex Parte Application
☐ Poor Person Application
☐ Request for Preliminary Conference
☐ Residential Mortgage Foreclosure Settlement Conference
☐ Writ of Habeas Corpus
☐ Other (specify): _____

Date Issue Joined: _____

Return Date: _____

Return Date: _____

Return Date: _____

Relief Sought: _____

Relief Sought: _____

Relief Sought: _____

Relief Sought: _____

Additional space is required to complete and attach the RUI Addendum. If none, leave blank.

Case Title	Index/Case No.	Court	Judge (if assigned)	Relationship to Instant Case

PARTIES

For parties without an attorney, check the Un-Rep box AND enter party address, phone number and e-mail address in space provided. Additional space is required to complete and attach the RUI Addendum.

Un-Rep	Parties	Attorneys and/or Unrepresented Litigants:	Issue Joined (Y/N):	Insurance Carrier(s):
<input type="checkbox"/>	List parties in caption order and indicate party role(s) (e.g. defendant, 3rd-party plaintiff). Last Name First Name Primary Role: Secondary Role (if any):	Provide attorney name, firm name, business address, phone number and e-mail address of all attorneys that have appeared in the case. For unrepresented litigants, provide address, phone number and e-mail address. Last Name First Name Firm Name Street Address City State Zip Phone Fax e-mail	<input type="radio"/> YES <input type="radio"/> NO	
<input type="checkbox"/>	Last Name First Name Primary Role: Secondary Role (if any):	Last Name First Name Firm Name Street Address City State Zip Phone Fax e-mail	<input type="radio"/> YES <input type="radio"/> NO	
<input type="checkbox"/>	Last Name First Name Primary Role: Secondary Role (if any):	Last Name First Name Firm Name Street Address City State Zip Phone Fax e-mail	<input type="radio"/> YES <input type="radio"/> NO	
<input type="checkbox"/>	Last Name First Name Primary Role: Secondary Role (if any):	Last Name First Name Firm Name Street Address City State Zip Phone Fax e-mail	<input type="radio"/> YES <input type="radio"/> NO	

I AFFIRM UNDER THE PENALTY OF PERJURY THAT, TO MY KNOWLEDGE, OTHER THAN AS NOTED ABOVE, THERE ARE AND HAVE BEEN NO RELATED ACTIONS OR PROCEEDINGS, NOR HAS A REQUEST FOR JUDICIAL INTERVENTION PREVIOUSLY BEEN FILED IN THIS ACTION OR PROCEEDING.

Dated: _____

SIGNATURE

ATTORNEY REGISTRATION NUMBER

PRINT OR TYPE NAME

Print Form

SUPREME COURT OF THE STATE OF NEW YORK
COUNTY OF NASSAU

_____X

Plaintiff(s)/Petitioner(s)

Index Number _____/____

-against-

Defendant(s)/Respondent(s)

_____X

[INSERT TYPE OF PAPERS SUBMITTED]

[SIGNATURE OF PARTY SUBMITTING]

[PRINT NAME OF PARTY SUBMITTING]

[INSERT ADDRESS OF PARTY SUBMITTING]

[INSERT PHONE NUMBER OF PARTY SUBMITTING]