

CORRECTION OF IDENTITY DOCUMENTS

Court Order:

- You will need to file a Petition for Change of Name in the District Court in Casper (or wherever you live) along with a Civil Case Cover Sheet. The clerks can help you with the Cover Sheet if needed.
- The District Court in Casper is at 115 N Center (corner of Center Street and 2nd Street).
- The filing fee of \$180 must be paid at the time of filing.
- Template forms are available here: equaljustice.wyo.gov (or here: <https://mail.legalhelp.wyo.gov/index.php/get-legal-help/self-help/family-law/name-changes/name-change/forms>)
- There are a few different templates based on your circumstances (e.g., one for minors, one for adults), and you may need to tailor the forms to your specific needs. The legal requirements can be found in Wyoming Statutes 1-25-101 et seq.
- You will need to publish public notice in the newspaper of the petition, UNLESS you are a victim of domestic abuse or believe having your name change petition made public would put you in danger. In that case, you can file a Motion for Confidentiality and avoid the public notice requirement. The publication fee may be a few hundred dollars—the fees are set by the newspaper.
- Then you wait 30 days after the first publication and file a proposed Order for Name Change for the judge to sign. You may have to have a hearing before the judge if the judge wants to know more before granting the order.
- Once the court grants the petition, you should get 4 or 5 certified copies—other agencies will need “original” or “certified” copies.
- See additional information about legal requirements on page 3 of this document.

Social Security Administration:

- Go to the Casper Social Security office at 150 E B St, Casper, WY 82601 (next to downtown post office)
- All they need is an original/certified copy of the court order showing the name change.

Driver’s License:

- For changing the name designation on your driver’s license: you will need to go to your local DMV office, surrender your current license (if you have one), and bring a certified copy of the court order changing your legal name. Make sure to get your Social Security card updated first (and bring it with you if you can), because the DMV runs your name through the Social Security database before it can issue your new license.
- For changing the sex designation on your driver’s license: You will need to bring EITHER your new birth certificate OR a completed Gender Designation Change Request form.
 - o The form is available at the DMV offices or online at the following link: https://www.dot.state.wy.us/files/live/sites/wydot/files/shared/Driver_Services/Forms/GENDER%20CHANGE%2020190620.pdf
 - o If you use the form, your health care provider must sign off (it can be a physician, therapist/counselor, psychiatric social worker, or “other” (e.g., psychologist)).
- You will need to pay the standard license renewal fee. The cost depends on whether it’s a standard driver’s license, motorcycle license, or CDL, and whether it’s expired. If it’s just a standard license that’s not expired, it’s \$35.
- More info: https://www.dot.state.wy.us/home/driver_license_records/add_or_change_information.html



Birth Certificate – Wyoming Department of Health, Vital Statistics Services:

- You will need to go to the Wyoming Department of Health, Vital Statistics Services to get your birth certificate changed. The office is in Cheyenne, but you can apply by mail.
- You can call to speak with the records correction specialist. Her name is Caitlin Moody.
- The form you file is here: https://health.wyo.gov/wp-content/uploads/2022/12/WDH_VSS-Correction-Application-Form-2021.pdf
- They will need a CERTIFIED copy of the court order. The court order must be specific: it must say “The Wyoming Department of Health, Vital Statistics Services must change the name on the petitioner’s birth certificate to _____”
- If you’re under 18, your parent or legal guardian (with court order showing status) will need to file the application. You can do it yourself if you’re over 18.
- They will OMIT the sex designation if you ask (i.e., they will white it out), but in order to UPDATE the sex designation, you need a court order and a doctor’s note saying that the patient/applicant has had “all necessary surgeries.” It is unclear what “all necessary surgeries” means, so perhaps ask your doctor to just use that phrase.
- The filing fee is \$55.
- It is common for people to do this in two steps: (1) change the birth certificate to reflect the new name and omit the sex designation, and then (2) if you have had “all necessary surgeries,” apply again to correct the sex designation.

Passport:

- You will need to apply in person. In Casper, you can go to the main Post Office location (411 N. Forest Drive) or the Natrona County Public Library on 2nd Street.
- You will need to bring evidence of US citizenship (original or certified copy of birth certificate, certificate of naturalization, certificate of citizenship, etc.), and one of the acceptable forms of ID. More information here: <https://travel.state.gov/content/travel/en/passports/need-passport/apply-in-person.html>
- You are allowed to select your own “gender marker,” which can be male (M), female (F), or “unspecified or another gender identity” (X). The gender marker does not have to match your supporting documentation (like your birth certificate, state ID, etc.), and there is no requirement that you provide medical documentation.

Miscellaneous Documents:

- Vehicle Title: go to the County Title Transfer Department (in Natrona County, that’s in the Old Courthouse at 200 N Center Street), and bring your title document and proof of name change. If there’s no lien on the vehicle, it’s a \$15 fee. If there is a lien, you will need to process the change through your lienholder.
- Property Title: you can file a quitclaim deed documenting the name change with the County Clerk of the County in which the property is located. (In Natrona County, that’s in the Old Courthouse at 200 N Center Street). No other proof is required.

Recommended order:

- Court order for name change
- Social security card
- Driver’s license (within 10 days after name change)
- Birth certificate
- Passport, vehicle titles, property titles, etc. (if needed)



Additional Information about Legal Requirements for Name Changes:

- Statutes are in W.S. 1-25-101 et seq.
- Requires verified petition with an affidavit setting forth your existing name, the name desired, a concise statement of the reason for the desired change, your place of birth, your place of residence, and the length of time you have been an actual resident of the county.
- You must be a resident of the county in which the petition is made for at least 2 years before the petition. W.S. 1-25-102.
- Unless the court issues a confidentiality order under W.S. 35-21-112 “or any other court order allowing a party to maintain confidentiality of addresses, city or state of residence or other information identifying the residence of the party,” notice must be published “in the same manner as service by publication upon nonresidents in civil actions.” W.S. 1-25-103.

Contesting a Name Change:

- The statute requires the judge to grant the order if the court “is satisfied that the desired change is proper and not detrimental to the interests of any other person.” W.S. 1-25-101.
- It is unclear why or how a name change could be successfully contested, but a court might not grant a name change for a minor if the minor’s parents/legal guardians object.

Publication of Legal Notice:

- Not required for minors. W.S. 1-25-103. (As of 2022)
- W.S. 1-6-201: Manner of publication: must be published once a week during the period of time for which the notice is required by law to be published. If the newspaper is published more than once per week, the publication must be made “in the same issue in each succeeding week for the required publication period.”
- Average cost: \$300 notice of publication for name change—fill that out and file through the court, then email it to Star Tribune. They will send back a proof and the exact cost, and once paid, they will publish it.
- Name Change Statute requires publication “in the same manner as service by publication on nonresidents in civil actions.”
- Rules for service by publication are in Wyoming Rules of Civil Procedure 4(k)-(n): must be made for 4 consecutive weeks in a newspaper published in the county where the action is filed.
- After the 4 weeks of publication, the newspaper will provide an affidavit of publication, and you need to file that with the court.

Order of Confidentiality:

- W.S. 35-21-112: allows a “victim of domestic abuse” to remain confidential.
- The victim may file a motion with the court for an order providing for the confidentiality of the “address, city and state of residence or any other information identifying the residence of the victim of domestic abuse and any children residing with the victim of domestic abuse during the court proceeding.”
- The motion “may be accompanied with all relevant affidavits or documents to establish that the person requesting confidentiality is a victim of domestic abuse and that the person may be subject to additional acts of domestic abuse if confidentiality is not maintained.”
- The court is supposed to grant the order if (a) the person filing the motion has been granted a protective order in this state or another state and it remains in effect, or (b) if the court finds, by a preponderance of the evidence, that the person is a victim of domestic abuse and that the person may be subject to additional acts of domestic abuse if confidentiality is not maintained.

