

THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
NH CIRCUIT COURT
www.courts.state.nh.us

WHAT TO EXPECT AFTER YOU FILE
A NAME CHANGE PETITION

You will receive an e-mail from the court (no-reply@efilingmail.tylertech.cloud) when your Petition for Name Change has been accepted.

IMPORTANT: For the rest of your case, you will receive important case related emails from either NHCourtsNo-Reply@turbocourt.com or no-reply@efilingmail.tylertech.cloud so be sure to add BOTH to your address book and to your approved email list. Failure to do so may result in you missing court orders and important information about your case.

Adult Name Change

If you are 18 years of age or older and have filed a Petition to change your own name, after you receive notice that your petition has been accepted you will receive an email with an order either granting or denying your Petition or, if the court requires a hearing, you will electronically receive a hearing notice letting you know the date, time and location of the hearing. NOTE: Hearings are not typically required on adult name change petitions where the petitioner is seeking to change his or her own name.

If you are a Guardian appointed by the court for an incapacitated adult (the ward) and you have filed a Petition to change the ward's name, after you receive notice that your petition has been accepted you will receive an order granting or denying your Petition. If a hearing is required you will receive a hearing notice letting you know the date, time and location of a hearing. NOTE: Hearings are typically required when a petitioner is seeking to change the name of another person.

If you are incarcerated or on probation and you, or someone on your behalf, has filed a petition to change your name, the law requires that you arrange for the Sheriff to serve a copy of the name change petition on the Department of Corrections. After you receive notice that your petition has been accepted you will receive documents to provide to the Sheriff for service on the Department of Corrections with instructions for service.

If you have been ordered by a court to register as a sex offender or an offender against children, and you are not incarcerated and are not on probation, and you, or someone on your behalf, has filed a petition to change your name, the law requires that you arrange for the Sheriff to serve a copy of the name change petition on the Department of Safety. After you receive notice that your petition has been accepted you will receive an email with documents to print and provide to the Sheriff for service on the Department of Safety with instructions for service.

Name Change of Minor

If you are a parent and have filed a Petition to change the name of your child, what to expect next will depend on whether or not your child has another living parent whose rights have not been officially terminated by a court case to terminate parental rights, and will also depend on the age of the child.

If the other parent files a signed Consent form, agreeing to the name change, and the minor is under the age of 14, the court will typically rule on the petition without a hearing. In that case, you will receive an email with an order granting or denying your petition. **However, if the child is 14 years of age or older**, a hearing will typically be required and you will receive a hearing notice letting you know the date, time and location of the hearing. In that case, after the hearing, the court will issue an order granting or denying the petition, or requiring further documents or action before ruling on the petition.

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If the minor is younger than 14 years of age, and the other parent does not sign a Consent form agreeing to the name change, you will need to have the non-consenting parent served with a copy of the Petition either by certified mail or by Sheriff service. The court will typically schedule a hearing and you and the non-consenting parent will receive an email with a hearing notice letting you know the date, time and location of the hearing. In that case, after the hearing, the court will issue an order granting or denying the petition, or requiring further documents or action before ruling on the petition.

If you are a court appointed Guardian for a minor, and you have filed a Petition for Change of Name of the minor, after you receive notice that your petition has been accepted, what happens next will depend on whether or not the minor has one or more living parents whose rights have not been terminated and will also depend on the age of the minor. If there are living parents whose rights have not been terminated, and both have signed and filed a Consent form agreeing to the name change, the court will typically rule on the petition without a hearing. In that case you will receive an email with an order granting or denying your petition. If the parent(s) have not consented to the name change, you will need to have them served by certified mail or Sheriff service. However, if the child is 14 years of age or older, a hearing will typically be required and you will receive a hearing notice letting you know the date, time and location of the hearing. In that case, after the hearing, the court will issue an order granting or denying the petition, or requiring further documents or action before ruling on the petition.

If you are under 18 years of age and you have filed a Petition to change your own name, after you receive notice that your Petition has been accepted you will receive an email with a hearing notice letting you know the date, time and location of the hearing in your case. At the hearing the court will want to know why you are seeking to change your name. After the hearing the court will issue an order granting or denying your petition or will issue an order requiring further documentation or action before ruling on the petition.

If you are under 18 years of age and have been ordered by a court to register as a sex offender or an offender against children, and you are not incarcerated and you (or someone on your behalf) has filed a petition to change your name, the law requires that the Sheriff serve a copy of the name change petition on the Department of Safety. After you receive notice that your petition has been accepted you (or the person filing on your behalf) will receive an email with documents to print and provide to the Sheriff for service on the Department of Safety with instructions for service

Viewing Your Case Online

At any time you may access your electronically filed documents through our Case Access Portal by going to the court's website at www.courts.state.nh.us and selecting the Electronic Services icon on the upper right hand side of the page. Next, select e-File /Resource/Case Access Information HERE or use <https://odypa.nhecourt.us/portal> and follow the instructions in the User Guide. In that process you will register, validate your email, request access and approval to view your case. After your information is validated by the court, you will be able to view case information and documents filed in your case.

Further information –

Frequently Asked Questions and Answers may be found online throughout the guided interview process when you are logged into your case.

Additional information and forms may be found on the court's website at www.courts.state.nh.us or by calling the court at 1-855-212-1234.