



## Name Change Form

In order to change an official name, your request must be accompanied by copies of four identity documents: two identity documents showing the requestor's former name and two identity documents showing the requestor's new name.

Acceptable identity documents include a bar card, driver's license or DMV ID card, passport, marriage or birth certificate. A marriage certificate or Judicial Council Form NC-230 may serve as one identity document for both the old and new names. **Note: MCLE Groups are determined by attorney's last name upon admittance to the bar. A name change will NOT change your MCLE group or reporting date.**

FOR OFFICIAL STATE BAR USE ONLY

### 1) FORMER NAME INFORMATION

State Bar Number:

Date of Admission:

Former Last Name:

Former First Name:

Former Middle Name:

Former Second Middle Name:

Former Identity Document 1:

Former identity Document 2:

Signature under former name:

### 2) NEW NAME INFORMATION

Please CLEARLY TYPE or PRINT your new name exactly as you wish it to be shown in the State Bar's records and website.

New Last Name:

New First Name:

New Middle Name

New Second Middle Name

or Initial:

or Initial:

New Identity Document 1:

New Identity Document 2:

Check here if your name change is related to a change in gender identity.

Signature under new name:

Provide us with a phone number or e-mail to contact you if there are questions about this request:

### 3) ALSO KNOWN AS (AKA)

You may register an Also Known As (AKA) designation with the State Bar. It will not appear on the official Roll of Attorneys maintained by the California Supreme Court. It will, however, be searchable on the State Bar's website, linking the name to your official attorney record. **The AKA must comply with the AKA guidelines printed on the back of this form.** Other changes require an official change of name and the verifying documents listed above. Print your AKA name here and include one piece of identification in your legal name:

First Name

Middle Name

Last Name

### 4) SUBMISSION INFORMATION

Fax to:

415-538-2576

OR

Email to:

[AttorneyRegulation@calbar.ca.gov](mailto:AttorneyRegulation@calbar.ca.gov)

OR

Mail to:

The State Bar of California  
Attorney Regulation & Consumer Resources  
180 Howard Street  
San Francisco, CA 94105-1617

## AKA GUIDELINES

Also Known As (AKA) designations are part of an attorney's public, official attorney record. AKAs will appear on the website as part of an attorney's public record.

Some attorneys of the State Bar are known to clients, friends and business associates by a nickname, middle name, initials, etc., which differs from the name appearing in the State Bar's records. Registering an AKA helps to prevent confusion when attempting to locate an attorney by a nickname, etc.

Attorneys' former names remain searchable on the State Bar website and therefore do not need to be added as AKAs.

The AKA Guidelines limit the circumstances under which an attorney is permitted to have an AKA linked to his or her State Bar public record.

### **Permissible AKAs include:**

- **Middle name rather than the first name appearing in State Bar records;**
- **Nickname rather than the first name appearing in State Bar records;**
- **Diminutive derived from the name appearing in State Bar records;**
- **Continued professional use of birth (maiden) name after legal name change due to marriage.**

### Name Change

An AKA is not a name change. Attorneys who wish to change their official attorney record name must comply with Rule 2.3(B) Title Two, Division 1 of the Rules of the State Bar. Generally, this rule requires a bar attorney to go through a legal process, such as marriage, divorce, or court proceeding to change their name and submit appropriate documentation to the State Bar.

Questions should be directed to [AttorneyRegulation@calbar.ca.gov](mailto:AttorneyRegulation@calbar.ca.gov).