

NAME CHANGES

CHILDREN + ADULTS

Start with your Order and New Birth Certificate



Start with a certified copy of your filed divorce decree or final order (Separate Support and Maintenance) OR a certified copy of the filed name change order.



If you do not already have a certified copy of your divorce decree, final order, or name change order, contact the Family Court in the county in which your case was filed. The clerk's office can provide you with additional certified copies for a small fee.



You may need a certified copy of an Amended Birth Certificate to change your name with some of the departments listed below. We are happy to help obtain a certified copy of your amended birth certificate which could take 2-4 weeks or as long as 2-4 months for an out-of-state certificate. We will let you know as soon as we have that.



You may also choose to handle the birth certificate change yourself. You will need to contact the Vital Records department of the state that issued the birth certificate.

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MAY NOT BE REPRODUCED

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GETTING NEW DOCUMENTS



Change your name with the Social Security Administration. Most South Carolina DMV offices will need to see a letter from Social Security showing that you have applied for a new card. You should complete this step prior to filing your taxes, since any difference in your name between the Social Security files and your tax return will delay processing.



Due to changes following Covid, we strongly suggest you call your local Social Security office and ask about the best way to start this process.



Change your name with the Department of Motor Vehicles. In South Carolina, you will be required to submit a form to update your new name as well as a form to apply for a new driver's license. (You will have to have a new picture taken). The DMV will notify the local Voter Registration of your name change for you. Find office locations online.



Change your name with your bank(s), mortgage and/or credit card companies. Most companies require a copy of your updated driver's license. Update your passport.

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