



THE NEW BRIDE'S

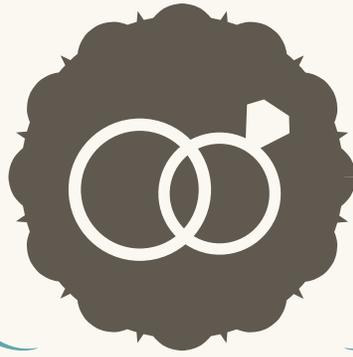
CHANGING YOUR NAME

CHECKLIST



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CONGRATULATIONS



♥ YOU'VE TIED THE KNOT! ♥



After your honeymoon is over, and you're at the beginning of your newlywed life, it's time to make sure you change your name with all the appropriate organizations and institutions.

If you forget to do so—or do it incorrectly—you can run into problems with tasks such as filing your tax returns or even picking up your kids from school.

Changing your name in a timely manner can save you a lot of hassle down the road. And saving time to spend it with your spouse might just be the secret to a long and happy marriage!



Changing Your Name:

THE NEW BRIDE'S CHECKLIST

The following list gives an overview of where you should consider changing your name. Make sure to have a number of certified copies of your marriage certificate on hand, since most organizations will need to see proof of your marriage.



SOCIAL SECURITY ADMINISTRATION The name on your [tax returns](#) must match the name registered with the Social Security Administration. Request form SS-5 from the Social Security Administration or [download the PDF](#).



DRIVER'S LICENSE Change your name on your driver's license, car registration and title, so there's no confusion when it comes to insurance matters or vehicle ownership. Visit your local DMV or RMV with a certified copy of your marriage certificate, as well as your new Social Security card.



PASSPORT Just because the honeymoon's over doesn't mean you can't start planning another trip with your mate. Before you travel abroad, you'll want to be sure the name on your passport matches your other forms of ID. Visit [Travel.State.Gov](#) to download [form DS 82](#). Simply fill it out, include all necessary documentation (including a certified copy of your marriage certificate) and send it in to request a new passport. If your passport has been issued within the past year, you can update your name for free by filling out [Form DS-5504](#), and mailing it in with your current passport and a certified copy of your marriage certificate. If your passport is more than a year old, you will be charged the adult renewal fee of \$30, and must use [Form DS 82](#).



EMPLOYER Your [employer needs to know](#) your full legal name for tax, insurance and pension purposes. Contact your HR department to inform them of your name change.



BANK Few things are more important than your bank account, and there will undoubtedly be times you will need to identify yourself, such as when opening a new account or investment portfolio. Contact your bank as soon as possible after your marriage to inform them of your name change, so the name on your accounts matches the name on your ID.



CREDIT CARDS Don't risk having your credit cards blocked or rendered unusable. After you've updated your driver's license and bank account with your new name, call your [credit card agency](#) and request the forms you need to change your name. Some companies allow you to do this online if you upload a copy of your marriage certificate.



MORTGAGE BROKER OR LANDLORD Likewise, the last thing you want to deal with is a problem with your mortgage or rent. Inform the appropriate organization of your new name in writing within a month of your marriage.



RETIREMENT AND INVESTMENT FUNDS To ensure smooth handling of your retirement or investment fund, contact the customer service department and ask them to send you a form to update your personal details.



VOTER REGISTRATION When you go to the ballot, you'll want your voter registration to reflect your new name. Go to the U.S. Election Assistance Committee to download a [National Mail Voter Registration Form](#) and follow the state-by-state instructions that begin on page 3.



MEDICAL SERVICES Your medical record should not only be current about your health, but also about your personal information. Call your doctor and any other medical services you use and ask them to register your new name.



LEGAL If you have a lawyer (for example, if you've made a will), you should update your information on all legal documents as soon as possible to ensure there's never any question about your identity in legal matters.



INSURANCE Whether it's your health insurance or your car coverage, call your insurance companies to find out how to change your name in their records. This could help prevent delays in receiving emergency care or services.



USPS The U.S. Postal Service needs to be aware your name has changed in order to deliver your mail correctly. The easiest way to alert them is to fill out a [change of address form](#) online.



UTILITIES All regular expenses such as gas, water and electricity need your current contact information. Simply call their customer service departments and inform them of your new name.



CHILDREN'S ORGANIZATIONS If you have children, you probably know that schools and clubs can ask to see an ID if you want to discuss your child with an employee, or even pick him or her up from school. If the name on your ID doesn't correspond with the one given as your child's parent at the time of enrollment, you might encounter problems if nobody can verify your identity. Make sure to update your name at the earliest opportunity!



EDUCATIONAL INSTITUTIONS Whether it's college or continuing education, make sure to update your name at the student services department of any educational institute where you're enrolled.



ALUMNI ASSOCIATIONS AND OTHER MEMBERSHIP-BASED ORGANIZATIONS In order to receive mail and make membership payments without any glitches, contact the appropriate organizations to update your information.

Want more detail on the name-change process? Check out our guides on changing your name in the following cities:

• [ATLANTA](#)
• [CHICAGO](#)

• [DENVER](#)
• [HOUSTON](#)

• [LAS VEGAS](#)
• [PHOENIX](#)

