

Understanding the Confidential Name Change Process in Sacramento

The law provides confidentiality for a petitioner seeking a name change who is a participant in the Secretary of State's confidential address program, Safe at Home, under [California Government Code Â§6205 et seq](https://leginfo.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=7.&title=1.&part=&chapter=3.1.&article=) (https://leginfo.ca.gov/faces/codes_displayText.xhtml?lawCode=GOV&division=7.&title=1.&part=&chapter=3.1.&article=), **and** who asserts reasons for a name change that include:

- Seeking to avoid domestic violence
- Seeking to avoid stalking
- Filing as, or on behalf of, a victim of sexual assault.

One of these reasons **must** be stated in the papers filed with the *Petition for Change of Name*. If you do not qualify for a confidential name change, use our guide [Understanding the Name Change Process in Sacramento](https://saclaw.org/resource_library/understanding-the-name-change-process-in-sacramento/) (https://saclaw.org/resource_library/understanding-the-name-change-process-in-sacramento/).

Templates and Forms

- [Safe at Home Name Change Packet](https://www.saccourt.ca.gov/civil/docs/cv-142s.pdf) (<https://www.saccourt.ca.gov/civil/docs/cv-142s.pdf>)
- [Attachment to Judicial Council Form \(MC-025\)](https://www.courts.ca.gov/documents/mc025.pdf) (<https://www.courts.ca.gov/documents/mc025.pdf>)

Before You File in Court

Enroll in the Secretary of State's Safe at Home program. Then, submit an *Intent to Change Name* form (provided by the Safe at Home program) listing your desired new name. Safe at Home will issue you *Court Letters* authorizing the change. You must include these when filing in court. **This must be done before filing in court.**

Warning! Changing your name confidentially can make it harder to apply for benefits or other government services. The Secretary of State's Office recommends that you contact a lawyer before proceeding with the confidential name change process.

If you are requesting a name change because of a reason or circumstance listed in [California Code of Civil Procedure \(CCP\) Â§ 1277 \(b\)\(2\)](https://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=CCP§ionNum=1277.) (https://leginfo.ca.gov/faces/codes_displaySection.xhtml?lawCode=CCP§ionNum=1277.), and are enrolled in the Safe at Home program, you can apply for a confidential name change. Your court documents will not show the new name, to protect you from discovery.

However, the case itself can be found by searching your old name. If your stalker or abuser finds it, they will know that you changed your name (but not your new name) and that you live in Sacramento County. If you

believe this will help them find you, you can ask that your entire case be "under seal," or hidden. You will need to file extra documents explaining exactly why a public record will put you in extra danger.

If you request to file under seal, and the judge refuses, the court will send the papers back without starting a case, and you can choose whether to file a standard confidential name change instead.

Step-by-Step Instructions

1.

Become a Participant in the Safe At Home Program

Before requesting a confidential name change, you must first register with the [California Safe at Home program](http://www.sos.ca.gov/registries/safe-home) (<http://www.sos.ca.gov/registries/safe-home>) by applying to an enrolling agency. The Safe at Home program provides anonymous mailing addresses to people escaping the circumstance listed in CCP § 1277 (b)(2), as well as reproductive health care workers and public health officials.

You can find a local enrolling agency listing by calling the Safe at Home program directly at (877) 322-5227 or checking the [Secretary of State's Safe at Home website](http://www.sos.ca.gov/registries/safe-home/where-find-enrolling-agency) (<http://www.sos.ca.gov/registries/safe-home/where-find-enrolling-agency>).

2.

Request and File a Notice of Intent of Name Change with Safe at Home

Obtain, complete and file a **Confidential Intent of Name Change (CINC)** form with the Safe at Home program. This form lists both the old and new name of the participant and is kept confidential at the Secretary of State's office.

You must contact Safe at Home (877-322-5227) to request this form. It is not available on the internet and the Law Library does not have them.

Once you file the Notice of Intent of Name Change with the Safe at Home program, the program will send you "Court Letters" verifying that you did so. These must be turned in to the court with your name change forms. They inform the court that the Safe at Home program has authorized the confidential name change.

3.

Decide Whether to File Under Seal

Every confidential name change protects your new name from public disclosure. But in some cases, just knowing that you changed your name and that you lived in Sacramento can help your abuser search for you.

If so, you can ask the judge for permission to file under seal. If the judge approves, the entire case will be confidential, meaning the public cannot locate your name change at all.

In the U.S., court records are supposed to be public. So if you want your court records sealed, you must file an extra set of documents requesting permission. You must convince the judge that the threat to your safety is so grave that it outweighs the importance of keeping records open to the public.

This can slow the process down, especially if the judge refuses permission. If that happens, the court clerk sends back all the paperwork back to you, so you can decide whether you want to file the name change petition anyway. (It still will not list your new name).

4.

Prepare Your Confidential Name Change Petition Forms

Once you receive the letter from the Secretary of State confirming participation in the Safe at Home program, you can complete and file the required court forms.

4a. Prepare the forms

In Sacramento, download the [Petition for Change of Name Under the Address Confidentiality Program \(Safe at Home\) Packet](https://saccourt.ca.gov/civil/docs/cv-142s.pdf) (<https://saccourt.ca.gov/civil/docs/cv-142s.pdf>). This packet includes the standard name change forms as well as the extra paperwork to request to file under seal.

If you would like to request a new birth certificate and that your old birth certificate be sealed, you will also need [Attachment \(MC-025\)](https://www.courts.ca.gov/documents/mc025.pdf). (<https://www.courts.ca.gov/documents/mc025.pdf>)

When you fill the forms out, use your current name and your Safe at Home address. If you have used more than one name in the past, include them as "aka" in any line asking for "previous name" (example: Jane Jones aka Jane Smith).

In all spaces asking for the proposed (new) name, you will instead write:

"Confidential on file with the Secretary of State's Office per provisions of the Safe at Home Program pursuant to the provisions of the Address Confidentiality Program (Code of Civil Procedure Section 1277 (b))."

Confidential Cover Sheet (NC-400) must be attached as the first page of every other document, to shield it and indicate to the filing clerk that it contains confidential information.

If you decide to request to file under seal, you will need to file three additional extra forms: NC-410 (*Application to File Documents Under Seal in Name Change Proceeding*); NC-420 (*Declaration in Support of Application to File Documents under Seal in Name Change Proceeding*); and NC-425 (*Order on Application to File Documents under Seal in Name Change Proceeding*).

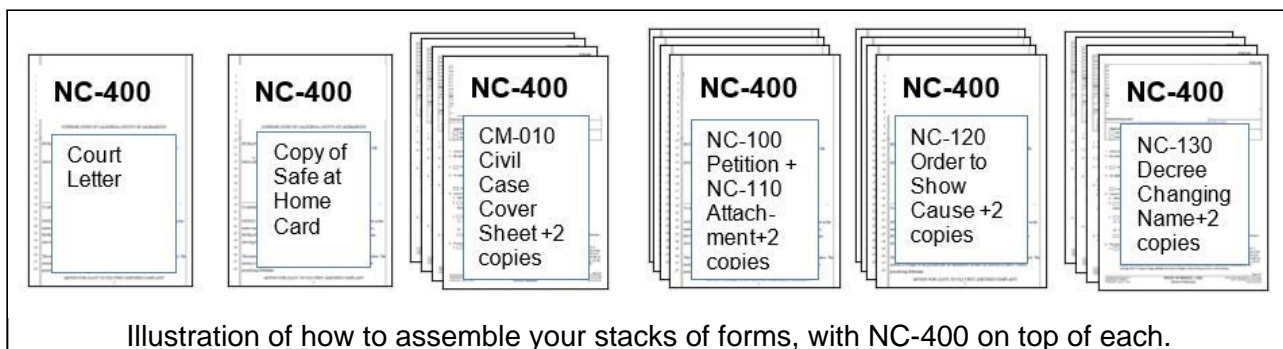
Samples of all of these filled-out forms are attached to this guide.

4b. Assemble Documents for Filing

Make two copies of each court form (You will file three of each paper – the original and two copies). For Items 3 – 9, a Confidential Cover Sheet form (NC-400) must be attached as the first page of each and every copy of each and every document. It can help sort the pages to put a sticky note with the form number on each stack of documents.

Assemble your paperwork in the following order:

1. Court Letter from Safe At Home: 1 copy
2. Copy of Safe at Home card: 1 copy
3. Civil Case Cover Sheet form (CM-010): original +2 copies
4. Petition for Change of Name form (NC-100) and the Attachment to Petition for Change of Name form (NC-110) (and Attachment MC-025, if needed): original +2 copies
5. Order to Show Cause for Change of Name form (NC-120): original +2 copies
6. Decree Changing Name form (NC-130): original +2 copies

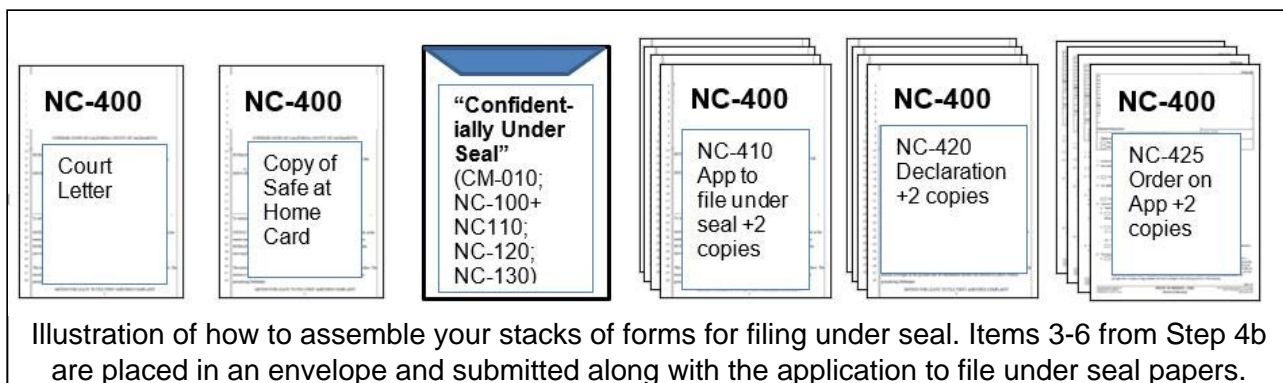


4c. Additional Steps when Filing Under Seal

Place Items 3 – 6 in a sealed envelope, with a completed Confidential Cover Sheet (form NC-400) on top marked – Conditionally Under Seal. •

Assemble the remaining documents:

- Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) form (NC-410): original +2 copies
- Declaration in Support of Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) form (NC-420): original +2 copies
- Order on Application to File Documents under Seal in Name Change Proceeding (NC-425): original +2 copies



5.

File Your Court Forms

All completed documents should be submitted to the Hall of Justice Building, 813 Sixth St., Sacramento CA 95814, in Room 212 or the drop box in the lobby.

Tip: Unlike most name changes, you do NOT have to publish the Order to Show Cause in a newspaper.

6.

Wait to Receive Approval or Denial of Permission to File Under Seal, if Requested

If you have requested to file under seal, the first decision the judge makes is whether to approve that request.

If refused: All paperwork will be returned to you, unfiled. You can then decide whether to re-file with a non-sealed application.

If you did not request to file under seal, or if the judge approves: The court clerk will assign you a hearing date (about six weeks from filing), write it on the Order to Show Cause (NC-120), and return one copy of your paperwork to you by mail.

7.

Checking the Judge's Decision: Tentative Rulings and Hearing

TENTATIVE RULING: Checking the decision online the day before the hearing.

If you filed under seal: You cannot check online. You will get the Decree in the mail a few days after your hearing date.

If you did not file under seal, you can find out what the judge plans to decide (the tentative ruling) after 2 p.m. on the day before your hearing date. Log on to the court's [Case Information Portal Page](https://prod-portal-sacramento-ca.journaltech.com/public-portal/) (<https://prod-portal-sacramento-ca.journaltech.com/public-portal/>) to find the decision.

If the name change is tentatively denied, and you wish to try to change the judge's mind, you must call the department by 4 p.m. the day before the hearing. Leave a message saying you want to appear. If you do not, the hearing will be cancelled and the Decree will be mailed to you.

On the hearing date, the judge will sign the Decree Changing Name (NC-130) granting or denying your name change. You will receive this order in the mail a few days later.

8.

Send the Court Decree to the Safe at Home Program

If your name change is granted, send a **certified copy** of your court order to the Safe at Home program. Once the Safe at Home office receives it, they will create a new name certificate for you and send it back.

9.

Update Records

Use the Decree and the new name certification from Safe at Home to change your name with Social Security, the DMV, and other required agencies.

Contact the agency in question to request special forms or procedures to keep the record change from being public. Here are some helpful links for doing that:

- Update your Social Security information. Visit the [Social Security Administration website](https://www.ssa.gov/personal-record/change-name) (<https://www.ssa.gov/personal-record/change-name>) for information.
- After you receive the updated Social Security card, contact the Department of Motor Vehicles Confidential Record Suppression Unit at (916) 657-7142 to learn how to update your records safely.
- If you were born in California, you may request to have your birth records amended through the Department of Public Health's Vital Records Office. For more information, please contact Vital Records at (916) 445-8494. If you were born in another state or country, you must inquire with that state or country's Vital Records office about their procedure.
- Update educational or professional licenses or public records as necessary.

If you need a new Social Security number, that is a separate process. Read [New Numbers for Victims of Domestic Violence](https://www.ssa.gov/pubs/EN-05-10093.pdf) (<https://www.ssa.gov/pubs/EN-05-10093.pdf>) for information about doing that.

Note that if you update a public record, such as a professional license or real estate title, it may create a public link between your new identity and your old name.

For Help

SH@LL (Self-Help at the Law Library) (<https://saclaw.org/services/civil-self-help/>)

609 9th Street, Sacramento CA 95814

(916) 476-2731 (Appointment Request Line)

Services Provided: SH@LL provides general information and basic assistance to self-represented litigants on a variety of legal issues. All assistance is provided by telephone. Visit [What we can help with](https://saclaw.org/services/civil-self-help/#canhelp) (<https://saclaw.org/services/civil-self-help/#canhelp>) for a list of qualifying cases.

Eligibility: Must be a Sacramento County resident or have a [qualifying case](https://saclaw.org/services/civil-self-help/#who) (<https://saclaw.org/services/civil-self-help/#who>) in the Sacramento County Superior Court.

For More Information

On the Web

California Secretary of State's Safe at Home Program (<http://www.sos.ca.gov/registries/safe-home/>)

Provides information about the program, including how to find an enrolling agency.

Community Resources

Safe at Home Enrolling Agencies (<https://www.sos.ca.gov/registries/safe-home/where-find-an-enrolling-agency/>) / (877) 322-5227

These agencies are identified by the Secretary of State's office as enrolling agencies for the Safe at Home Program and offer a variety of services to assist domestic violence survivors.

When this was written, the Sacramento area enrolling agencies included:

- Lao Family Community Development, Inc.. (916) 393-7501 or (916) 359-2788
- Opening Doors, Inc., (916) 492-2591
- Sacramento Regional Family Justice Center, (916) 875-4673
- Women Escaping a Violent Environment, Inc. (WEAVE), (916) 448-2321

For up-to-date listings and agencies in other counties, check the Secretary of State's Safe at Home website.

Samples

Confidential Cover Sheet (NC-400)

CONFIDENTIAL NC-400

ATTORNEY (Name, State Bar number, and address; leave blank if no attorney):	
<div style="border: 2px solid red; padding: 5px; width: fit-content; margin: 10px auto;"> Leave blank if you do not have an attorney. </div>	
E-MAIL ADDRESS (OPTIONAL):	
ATTORNEY FOR (Name): [CONFIDENTIAL]	
SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento	
STREET ADDRESS: 720 Ninth Street	
MAILING ADDRESS: 720 Ninth Street	
CITY AND ZIP CODE: Sacramento, CA 95814	
BRANCH NAME: Civil	
PETITION OF (Name of each petitioner):	
[CONFIDENTIAL]	
CONFIDENTIAL COVER SHEET - NAME CHANGE PROCEEDING UNDER ADDRESS CONFIDENTIALITY PROGRAM (SAFE AT HOME)	
CASE NUMBER:	

INSTRUCTIONS: This petition for change of name is being brought by a petitioner who is a participant in the Secretary of State's address confidentiality program under Government Code section 6205 et seq. and who (1) is petitioning to avoid domestic violence, (2) is petitioning to avoid stalking, or (3) is, or is filing on behalf of, a victim of sexual assault. **As provided by Code of Civil Procedure section 1277(b), the current legal name of the petitioner must be kept confidential by the court and must not be published or posted in the court's calendars, indexes, or register of actions, or by any means or in any public forum.**

This Confidential Cover Sheet must be affixed to the first page of the petition and to any other documents filed in this name change action. (See Information Sheet for Name Change Proceedings Under Address Confidentiality Program (Safe at Home) (form NC-400 INFO).)

This cover sheet is affixed to the following documents (check all that apply):

1.	<input checked="" type="checkbox"/>	Petition for Change of Name (form NC-100)
2.	<input checked="" type="checkbox"/>	Attachment to Petition for the Name Change (form NC-110)
3.	<input checked="" type="checkbox"/>	Order to Show Cause for Change of Name (form NC-120)
4.	<input checked="" type="checkbox"/>	Decree Changing Name (form NC-130)
5.	<input checked="" type="checkbox"/>	Civil Case Cover Sheet (form CM-010)
6.	<input checked="" type="checkbox"/>	Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) (form NC-410)
7.	<input checked="" type="checkbox"/>	Declaration in Support of Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) (form NC-420)
8.	<input checked="" type="checkbox"/>	Order on Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) (form NC-425)
9.	<input type="checkbox"/>	Other (describe):

Check boxes 1 thru 8, since you will be attaching those documents to the Confidential Cover Sheet.

If you are applying for a Fee Waiver, you must also check box 9 and put "Request to Waive Court Fees, Order on Court Fee Waiver"

Date: **1/30/2018**

The name of the petitioner:

Enter the date.

1. The petitioner's participation in the address confidentiality program is ended (Gov. Code, § 6206.7); or

2. The court finds by clear and convincing evidence that the allegations of domestic violence or stalking in the petition are false. (Code Civ. Proc., § 1278(b).)

Form Adopted for Mandatory Use
 Judicial Council of California
 NC-400 (Rev. January 1, 2010)

CONFIDENTIAL COVER SHEET - NAME CHANGE PROCEEDING UNDER ADDRESS CONFIDENTIALITY PROGRAM (SAFE AT HOME)
 (Change of Name)

Page 1 of 1
 Code of Civil Procedure §§ 1277, 1278
 Cal. Rules of Court, rule 5.578
 www.courtinfo.ca.gov

Confidential Cover Sheet - Name Change Under Safe at Home (NC-400)



Civil Case Cover Sheet (CM-010)

Enter the current name, Safe at Home PO Box information and phone number of the petitioner. If changing your own name, this is you.

Enter the county, address and branch of

"In re:" and the current name(s) of the person(s) whose names will be changed.

Enter the number of people whose names are being changed.

The Petitioner(s) must date and sign the form

Civil Case Cover Sheet (CM-010)

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, Street Address, City and ZIP Code, Telephone No.)
Sally Stalked
PO BOX 1318 #9999
Sacramento, CA 95812
TELEPHONE NO: 916-555-0000

ATTORNEY FOR (Name)
In Pro Per

SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento
STREET ADDRESS: 720 Ninth Street
MAILING ADDRESS: 720 Ninth Street
CITY AND ZIP CODE: Sacramento, CA 95814
BRANCH NAME: Civil

CASE NAME: In re: Sally Stalked

CIVIL CASE COVER SHEET
☒ Unlimited (Amount demanded exceeds \$25,000)
☐ Limited (Amount demanded is \$25,000 or less)

Complete ☐ Court
Filed with first appearance by defendant (Cal. Rules of Court, rule 3.402)

JUDGE:
DEPT.:

Items 1-6 below must be completed (see instructions on page 2).

1. Check **one** box below for the case type that best describes this case:

Auto Tort
☐ Auto (22)
☐ Uninsured motorist (46)

Other P/DP/WD (Personal Injury/Property Damage/Wrongful Death) Tort
☐ Asbestos (04)
☐ Product liability (24)
☐ Medical malpractice (45)
☐ Other P/DP/WD (23)

Non-P/DP/WD (Other) Tort
☐ Business tort/unfair business practice (07)
☐ Civil rights (08)
☐ Defamation (13)
☐ Fraud (16)
☐ Intellectual property (19)
☐ Professional negligence (25)
☐ Other non-P/DP/WD tort (35)

Employment
☐ Wrongful termination (36)
☐ Other employment (15)

Contract
☐ Breach of contract/warranty (06)
☐ Rule 3.740 collections (09)
☐ Other collections (09)
☐ Insurance coverage (18)
☐ Other contract (37)

Real Property
☐ Eminent domain/inverse condemnation (14)
☐ Wrongful eviction (33)
☐ Other real property (26)

Unlawful Detainer
☐ Commercial (31)
☐ Residential (32)
☐ Drugs (38)

Judicial Review
☐ Asset forfeiture (05)
☐ Petition re: arbitration award (11)
☐ Writ of mandate (02)
☐ Other judicial review (39)

Provisionally Complex Civil Litigation (Cal. Rules of Court, rules 3.400-3.403)
☐ Antitrust/Trade regulation (03)
☐ Construction defect (10)
☐ Mass tort (40)
☐ Securities litigation (28)
☐ Environmental/Toxic tort (30)
☐ Insurance coverage claims arising from the above listed provisionally complex case types (41)

Enforcement of Judgment
☐ Enforcement of judgment (20)

Miscellaneous Civil Complaint
☐ RICO (27)
☐ Other complaint (not specified above) (42)

Miscellaneous Civil Petition
☐ Partnership and corporate governance (21)
☒ Other petition (not specified above) (43)

2. This case ☐ is ☒ is not complex under rule 3.400 of the California Rules of Court. If the case is complex, mark the factors requiring exceptional judicial management:
a. ☐ Large number of separately represented parties
b. ☐ Extensive motion practice raising difficult or novel issues that will be time-consuming to resolve
c. ☐ Substantial amount of documentary evidence
d. ☐ Large number of witnesses
e. ☐ Coordination with related actions pending in one or more courts in other counties, states, or countries, or in a federal court
f. ☐ Substantial postjudgment judicial supervision
g. ☐ Substantial postjudgment declaratory or injunctive relief
h. ☐ Punitive damages

3. Remedies sought (check all that apply): a. ☐ monetary b. ☒ non-monetary: declaratory or injunctive relief c. ☐ punitive

4. Number of causes of action (specify): 1

5. This case ☐ is ☒ is not a class action suit.

6. If there are any known related cases, file and serve a notice of related case.

Date: 1/30/2018
Sally Stalked (TYPE OR PRINT NAME)

(SIGNATURE OF PARTY OR ATTORNEY FOR PARTY)

NOTICE
• Plaintiff must file this cover sheet with the first paper filed in the action or proceeding (except small claims cases or cases filed under the Probate Code, Family Code, or Welfare and Institutions Code) (Cal. Rules of Court, rule 3.220.) Failure to file may result in sanctions.
• File this cover sheet in addition to any cover sheet for other parties to the action or proceeding.
• Unless this is a collections case under rule 3.740, the cover sheet must be used for statistical purposes only.

Page 1 of 2

Form Adopted for Mandatory Use
Judicial Branch of California
CM-010 (Rev. July 1, 2007)

CEB Essential
ebl.com | ebl Forms

CIVIL CASE COVER SHEET

Cal. Rules of Court, rules 2.30, 3.220, 3.400-3.403, 3.740;
Cal. Standards of Judicial Administration, §§ 3.10
www.courtinfo.ca.gov

Civil Case Cover Sheet (CM-010)



Petition for Name Change (NC-100)

NC-100

ATTORNEY OR PARTY WITHOUT ATTORNEY
NAME: **Your Name**
STREET ADDRESS: **Your Safe at Home Address**
CITY: **Your Safe at Home City** STATE: **State** ZIP CODE: **Zip**
TELEPHONE NO.: **Your Phone** FAX NO.:
E-MAIL ADDRESS:

ATTORNEY FOR (name): **In Pro Per**

SUPERIOR COURT OF CALIFORNIA, COUNTY OF **Sacramento**
STREET ADDRESS: **720 Ninth Street**
MAILING ADDRESS: **720 Ninth Street**
CITY AND ZIP CODE: **Sacramento, CA 95814**
BRANCH NAME: **Civil**

PETITION OF (name of each petitioner): **Your Name**

PETITION FOR CHANGE OF NAME CASE NUMBER:

Before you complete this petition, you should read the Instructions for Filing a Petition for Change of Name (form NC-100-INFO). You must answer all questions and check all boxes that apply to you on this petition. You must file this petition in the superior court of the county where the person whose name is to be changed resides.

1. Petitioner (present name): **Your Name** resides in this county.

2. Petitioner requests that the court decree the following name changes (list every name that you are seeking to change):

Present name	Proposed name
a. Your Name	changed to "Confidential on file with the Secretary of State's Office per provisions of the Safe at Home Program pursuant to the provisions of the Address Confidentiality Program" (Code of Civil Procedure Section 1277 (b))
b.	changed to
c.	changed to
d.	changed to

☒ Continued (if you are attaching Attachment 2.)

3. Petitioner requests that this petition for change of name be granted.

4. The number of persons whose names are to be changed is (specify) **0**

5. If this petition requests the change of name of any person or persons under 18 years, this request is being made by:

a. ☐ two parents.
b. ☐ one parent.
c. ☐ near relative (name and relationship):
d. ☐ guardian (name):
e. ☐ other (specify):

6. ☐ This petition seeks to change name of (check one) ☐ petitioner ☐ (name):
to conform to that person's gender identity.

7. For each person whose name is to be changed, petitioner provides the following information (you must attach a completed copy of the attachment Name and Information About the Person Whose Name Is to Be Changed (form NC-110) for each person identified in item 2):

a. The number of attachments included in this petition is (specify number) **1**

b-f. (These are the items on the attached page or pages of Form NC-110.)

PETITION FOR CHANGE OF NAME
(Change of Name)

Page 1 of 1
Code of Civil Procedure, § 1275 et seq.
www.courts.ca.gov

Check this box if you wish to change your birth certificate and have your original birth certificate sealed.

Enter your current name, Safe at Home PO Box information and phone number.

Enter the county, address and branch of main courthouse

Enter your current name.

Enter your current name, including any other names you have used as an AKA. Example: Jane Jones, aka Jane Smith.

Do not enter your proposed name. Instead, use this language.

Petition for Change of Name (NC-100)



NC-110	
PETITION OF (Name of petitioner or petitioners): Your Name	CASE NUMBER:
FOR CHANGE OF NAME	
NAME AND INFORMATION ABOUT THE PERSON WHOSE NAME IS TO BE CHANGED	
Attachment 1 of 1	
Attachment to <i>Petition</i> (form NC-100, form NC-200, or form NC-500)	
<i>(You must use a separate attachment for each person whose name is to be changed. If petitioner is a guardian of a minor, a supplemental attachment, Declaration of Guardian (form NC-110G), must also be completed and attached for each minor whose name is to be changed.)</i>	
7. (Continued) Petitioner applies for a decree to change the name of the following person:	
b. <input checked="" type="checkbox"/> Self <input type="checkbox"/> Other	7b(2) Do not enter your proposed name. Instead, use this language.
(1) Present name (specify): Your Current Name	
(2) Proposed name (specify): Confidential on file with Secretary of State Safe at Home Address Confidentiality Program CCP 1277(b)	
(3) Born on (date of birth): Your birth date	
and presently <input type="checkbox"/> under 18 years of age <input type="checkbox"/> over 18 years of age	
(4) Born at (place of birth): City and state (or country) where you were born	
(5) Sex (as stated on original birth certificate): <input type="checkbox"/> Male <input type="checkbox"/> Female	
(6) Current residence address (street, city, county, and zip code):	
Use Safe at Home address then write, Physical Address in Sacramento is confidential and is on file with	
Reason for name change (explain): Secretary of State Safe at Home Address Confidentiality Program	
Petitioner is a victim of domestic violence and under threat of murder. This name change is necessary to protect the petitioner's safety and to prevent ongoing abuse.	
d. Relationship of the petitioner to the person whose name will be changed:	
(1) <input checked="" type="checkbox"/> self (4) <input type="checkbox"/> near relative (indicate relationship):	
(2) <input type="checkbox"/> parent (5) <input type="checkbox"/> Other (specify):	
(3) <input type="checkbox"/> guardian	
e. If the person whose name will be changed is under 18 years of age, provide the names and addresses of the following persons:	
(1) Parent (name): (address):	
(2) Parent (name): (address):	
(3) (Only if neither parent is living) Near relatives (names, relationships, and addresses):	
f. If the person whose name will be changed is 18 years of age or older, that person must sign the following declaration:	
DECLARATION	
I declare under penalty of perjury under the laws of the State of California that (check one) <input checked="" type="checkbox"/> I am not <input type="checkbox"/> I am under the jurisdiction of the California Department of Corrections and Rehabilitation (in state prison or on parole) or in county jail and (check one) <input checked="" type="checkbox"/> I am not <input type="checkbox"/> I am required to register as a sex offender under Penal Code section 290.	
Date: Date	Sign here
Your Name	(SIGNATURE OF PETITIONER)
(TYPE OR PRINT NAME OF PERSON WHOSE NAME IS TO BE CHANGED)	
(If petitioner is represented by an attorney, the attorney's signature follows):	
Date: _____	Sign here
_____	(SIGNATURE OF ATTORNEY)
(TYPE OR PRINT NAME)	
(Each petitioner must sign this petition in the space provided below or, if additional pages are attached, on the last page of the attachment.) I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.	
Date: Date	Sign here
Your Name	(SIGNATURE OF PETITIONER)
Date: _____	(SIGNATURE OF PETITIONER)
_____	(SIGNATURE OF PETITIONER)
(TYPE OR PRINT NAME)	
(SIGNATURE OF PETITIONER)	
ADD ADDITIONAL SIGNATURE LINES FOR ADDITIONAL PETITIONERS	
SIGNATURE OF PETITIONERS FOLLOWS LAST ATTACHMENT	
ATTACHMENT TO PETITION FOR CHANGE OF NAME	
Page 1 of 1	

Form Adopted for Mandatory Use
Judicial Council of California
NC-110 [Rev. September 1, 2018]

CEB® Essential Forms
ceb.com

Code of Civil Procedure, § 1275 et seq.
www.courts.ca.gov

Attachment to Petition (NC-110)



MC-025	
SHORT TITLE: <div style="border: 1px solid black; padding: 2px; min-height: 20px;">Your Name</div>	CASE NUMBER: <div style="border: 1px solid black; height: 20px;"></div>
ATTACHMENT (Number): <u>NC100-1</u> <small>(This Attachment may be used with any Judicial Council form.)</small>	
<p>2. (continued) Petitioner additionally requests that the court order that a new birth certificate be issued reflecting the name change sought by this petition and that the original birth certificate be sealed.</p> <div style="border: 2px solid red; padding: 10px; width: fit-content; margin: 10px auto; text-align: center;">Enter this language to request the change.</div> <div style="border: 2px solid red; padding: 10px; width: fit-content; margin: 10px auto; text-align: center;">This attachment goes with NC-100.</div> <div style="border: 2px solid red; padding: 10px; width: fit-content; margin: 20px auto; text-align: center;"><p>Include this attachment only if you are requesting that your birth certificate be changed and your original birth certificate be sealed.</p><p>Add it as the last page of your Petition (NC-100, NC-110, MC-025).</p></div>	
<small>(If the item that this Attachment concerns is made under penalty of perjury, all statements in this Attachment are made under penalty of perjury.)</small>	
<small>Form Approved for Optional Use Judicial Council of California MC-025 [Rev. July 1, 2009]</small>	<div style="display: flex; justify-content: space-between;"><div>Page <u>1</u> of <u>1</u></div><div>(Add pages as required)</div></div> <div style="text-align: center; font-weight: bold;">ATTACHMENT to Judicial Council Form</div> <div style="text-align: right; font-size: small;">www.courtinfo.ca.gov</div>

Attachment to Judicial Form (MC-025)



Order to Show Cause (NC-120)

Enter the current name, Safe at Home PO Box information and phone number of the petitioner. If changing your own name, this is you.

Enter the county, address and branch of the court.

Enter the current name(s) of the person(s) whose names will be changed.

Enter the current name of the petitioner. If changing your own name, this is you.

Under proposed name, enter the following language: "Confidential on file with the Secretary of State's Office per provisions of the Safe at Home Program pursuant to the provisions of the Address Confidentiality Program" (Code of Civil Procedure Section 1277 (b))

Check Other and type in the court address shown. In Sacramento the address of the court where Name Changes are filed is 813 Sixth Street, 2nd Floor, Sacramento, CA 95814

ORDER TO SHOW CAUSE FOR CHANGE OF NAME (NC-120)

PETITIONER OR ATTORNEY (Name, State Bar number, and Telephone NO.):
Sally Stalked
PO BOX 1318 #9999
Sacramento, CA 95812
TELEPHONE NO.: 916-555-0000
E-MAIL ADDRESS (Optional):
ATTORNEY FOR (Name): In Pro Per
SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento
STREET ADDRESS: 720 Ninth Street
MAILING ADDRESS: 720 Ninth Street
CITY AND ZIP CODE: Sacramento, CA 95814
BRANCH NAME: Civil
PETITION OF (Name of each petitioner): Sally Stalked
ORDER TO SHOW CAUSE FOR CHANGE OF NAME
TO ALL INTERESTED PERSONS:
1. Petitioner (Name): Sally Stalked
for a decree changing names as follows:
Present name Proposed name
a. Sally Stalked b. "Confidential on file with the Secretary of State's
Office per provisions of the Safe at Home
Program pursuant to the provisions of the Address
Confidentiality Program" (Code of Civil Procedure
Section 1277 (b)).
c. _____
d. _____
e. _____
f. _____
Continued on Attachment 1
NOTICE OF HEARING
a. Date: _____ Time: _____ b. The address of the court is: _____
813 Sixth Street, 2nd Floor, Sacramento, CA 95814
3. a. ☐ A copy of this Order to Show Cause shall be published at least once each week
set for hearing on the petition in the following newspaper of general circulation:
b. ☐ Other (specify): _____
Date: _____
NOTE: When a Petition for Change of Name has been filed for a child and the other parent
consenting to the name change, the petitioner must have a notice of the time and place of the hearing or a copy of the
Order to Show Cause served on the other parent not less than 30 days prior to the hearing under Code of Civil
Procedure section 413.10, 414.10, 415.10, or 415.40. If a petition to change the name of a child has been filed by a
guardian, the guardian must (1) provide notice of the hearing to any living parent of the child by personal service at
least 30 days before the hearing, or (2) if either or both parents are deceased or cannot be located, serve notice of the
hearing on the child's grandparents, if living, not less than 30 days before the hearing under Code of Civil Procedure
section 413.10, 414.10, 415.10, or 415.40. (This Note is included for the information of the petitioner and shall not be
included in the Order to Show Cause published in the newspaper.)
Form Adopted for Mandatory Use
Judicial Council of California
NC-120 (Rev. July 1, 2007) CEB Essential
Forms
ORDER TO SHOW CAUSE
FOR CHANGE OF NAME
(Change of Name) Code of Civil Procedure, § 1277



Decree Changing Name (NC-130)

<small>ATTORNEY OR PARTY WITHOUT ATTORNEY</small> NAME: _____ FIRM NAME: Your Name STREET ADDRESS: Your Safe at Home Address CITY: Your Safe at Home City STATE: _____ TELEPHONE NO.: Your Phone FAX NO.: _____ E-MAIL ADDRESS: _____ ATTORNEY FOR (name): In Pro Per		<small>STATE BAR NUMBER:</small> _____
SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento STREET ADDRESS: 720 Ninth Street MAILING ADDRESS: 720 Ninth Street CITY AND ZIP CODE: Sacramento, CA 95814 BRANCH NAME: Civil		
PETITION OF (name of each petitioner): Your Name		
FOR CHANGE OF NAME		<small>CASE NUMBER:</small> _____
DECREE CHANGING NAME		

1. The petition was duly considered:
a. ☐ at the hearing on (date): _____ in Courtroom: _____ of the above-entitled court.
b. ☐ without hearing.

THE COURT FINDS

2. a. All notices required by law have been given.
b. Each person whose name is to be changed identified in item 3 b:
☐ is not ☐ is required to register as a sex offender.
This determination was made (check one): ☐ by using CLEP ☐ by using CLEP of the court by a local law enforcement agency.
c. ☐ No objections to the proposed change of name were made.
d. ☐ Objections to the proposed change of name were made by (name): _____
e. It appears to the satisfaction of the court that all the allegations in the petition are true and sensible and that the petition should be granted.
f. ☒ Other findings (if any):
Sealing the original birth certificate and issuing a new certificate reflecting the name change granted in this decree is necessary and appropriate to protect the safety of the Petitioner.

THE COURT ORDERS

3. The name of _____
a. **Your Name**
b. _____
c. _____
d. _____

4. Issue a new birth certificate reflecting the name change granted in this decree and seal the original birth certificate.
☐ Additional name changes are listed on Attachment 3.

Date: _____

JUDGE OF THE SUPERIOR COURT
☐ SIGNATURE OF JUDGE FOLLOWS LAST ATTACHMENT

Page 1 of 1
Code of Civil Procedure, §§ 1278, 1279
www.court.ca.gov

Decree Changing Name (NC-130)



Application to File under Seal (NC-410)

CONFIDENTIAL NC-410

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar No., Telephone No., E-Mail Address (Optional))

Sally Stalked
PO BOX 1318 #9999
Sacramento, CA 95812
TELEPHONE NO.: 916-555-0000
E-MAIL ADDRESS (Optional):

ATTORNEY FOR (Name): In Pro Per

SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento

STREET ADDRESS: 720 Ninth Street
MAILING ADDRESS: 720 Ninth Street
CITY AND ZIP CODE: Sacramento, CA 95814
BRANCH NAME: Civil

PETITION OF (Name of each petitioner): Sally Stalked

APPLICATION TO FILE DOCUMENTS UNDER SEAL
IN NAME CHANGE PROCEEDING UNDER
ADDRESS CONFIDENTIALITY PROGRAM (SAFE AT HOME)

CASE NUMBER

Before you complete this petition, you should read the *Information Sheet for Name Change Proceedings Under Address Confidentiality Program (Safe at Home)* (form NC-400-INFO). You must file a *Declaration in Support of Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home)* (form NC-420) with this application. You must file this application and the petition in the superior court of the county where the person whose name is to be changed resides.

1. Petitioner (name): Sally Stalked
Secretary of State's address confidentiality program under following as a reason for the name change: (1) seeking to filing on behalf of, a victim of sexual assault.

2. Petitioner requests that the court file the following documents under seal:

a. ☒ Petition for Change of Name (form NC-100)
b. ☒ Attachment to Petition for Change of Name (form NC-110)
c. ☒ Order to Show Cause for Change of Name (form NC-120)
d. ☒ Decree Changing Name (form NC-130)
e. ☒ Civil Case Cover Sheet (form CM-010)
f. ☒ Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) (form NC-410)
g. ☒ Declaration in Support of Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) (form NC-420)
h. ☒ Order on Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) (form NC-425)
i. ☐ Other (specify):

3. The facts that support this petition to file the documents checked above are:

4. Petitioner has completed each of the documents checked above, placed them in a sealed envelope, and is lodging the envelope with the court along with this application.

Date: 1/30/2018
Sally Stalked

(TYPE OR PRINT NAME)

(SIGNATURE OF ATTORNEY OR PETITIONER WITHOUT ATTORNEY)

Page 1 of 1

Form Adopted for Mandatory Use
Judicial Council of California
NC-410 (New January 1, 2015)

CEB Essential
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UNDER SEAL
UNDER
(SAFE AT HOME)

Code of Civil Procedure, § 1277
California Rules of Court, rule 9.207
www.courtinfo.ca.gov

Enter the current name, Safe at Home PO Box information and phone number of the petitioner. If changing your own name, this is you.

Enter the county, address and branch of the court.

Enter the current name(s) of the person(s) whose names will be changed.

Enter the current name(s) of the person(s) whose names will be changed.

Put an X in boxes A thru H.

If you are applying for a Fee Waiver, you must also check box I and "Request to Waive Court Fees, Order on Court Fee Waiver"

Enter the date, print and sign your name.

Application to File Documents Under Seal (NC-410)



Declaration in Support of Application (NC-420)

NC-420

ATTORNEY OR PARTY WITHOUT ATTORNEY (Name, State Bar number, address, telephone number, e-mail address, and fax number):

Sally Stalked
PO BOX 1318 #9999
Sacramento, CA 95812
TELEPHONE NO.: 916-555-0000
E-MAIL ADDRESS (Optional):
ATTORNEY FOR (Name): In Pro Per

FAX NO.:

Enter the current name, Safe at Home PO Box information and phone number of the petitioner. If changing your own name, this is you.

SUPERIOR COURT OF CALIFORNIA, COUNTY OF Sacramento

STREET ADDRESS: 720 Ninth Street
MAILING ADDRESS: 720 Ninth Street
CITY AND ZIP CODE: Sacramento, CA 95814
BRANCH NAME: Civil

Enter the county, address and branch of the court.

PETITION OF (Name of each petitioner): Sally Stalked

Enter the current name(s) of the person(s) whose names will be changed.

DECLARATION IN SUPPORT OF APPLICATION TO FILE DOCUMENTS UNDER SEAL IN NAME CHANGE PROCEEDING UNDER ADDRESS CONFIDENTIALITY PROGRAM (SAFE AT HOME)

I (name): Sally Stalked

1. I have personal knowledge of the facts stated in this declaration.

2. I am a participant in the Secretary of State's confidential name change program.

3. I am seeking a name change (check all that apply):

☒ To avoid domestic violence.
☒ To avoid stalking.
☐ Because I am a victim of sexual assault.
☐ On behalf of (name): who is a victim of sexual assault.

4. Facts showing that there is an overriding interest that overcomes the right of public access to the records in this name change proceeding are (specify):

I am the victim of domestic violence and am being stalked by my ex-husband. There is a strong overriding interest in preventing domestic violence and stalking. These interests override the public right to access records when the making of a record public would likely lead to domestic violence or stalking.

Continued on Attachment 4 (If you need more space, attach form MC-025)

5. Facts showing that the overriding interest described in item 4 supports filing the documents in this name change proceeding under seal are (specify):

I am the victim of domestic violence, and am being stalked by my ex-husband, Sam Stalker. I separated from him in 2015, and since then, he has followed me to three different cities. He is a police officer, and uses his ability to search license records and other documents to find me wherever I move. On more than five different occasions he has mailed to me photographs of me that have been taken in various places around town, with the words, "I'm watching" written on them. He calls my phone using pre-paid disposable phones. The last time he called me, he threatened to kill me if I tried to move away. I have just moved to this city, and have not been located yet. If he finds me, I'm afraid he will kill me.

Continued on Attachment 5. (If you need more space, attach form MC-025)

Form Adopted for Mandatory Use
Judicial Council of California
NC-420 (New January 1, 2010)

CEB Essential
Forms

DECLARATION IN SUPPORT OF APPLICATION TO FILE DOCUMENTS UNDER SEAL IN NAME CHANGE PROCEEDING UNDER ADDRESS CONFIDENTIALITY PROGRAM (SAFE AT HOME)

Check the reason(s) for seeking the name change.

For item 4, describe why public interest in access to the records is outweighed by the need to keep records confidential. If you need more space, use MC-025.

For item 5, describe the facts that support the overriding interest described in 4.

Decl in Support of App to File Documents Under Seal (NC-420) (page 1)



PETITIONER: Sally Stalked NC-420

6. Facts showing that there is a substantial probability that records in this name change proceeding are not sealed are (specify):
I have been stalked despite moving to three different cities, and have been sent threatening notes, telephone calls, and photographs each time I have moved. If my new city is discovered by my stalker, it is very likely that he will continue to stalk me, or even attack me violently.

7. Facts showing that an order sealing the records in this action is narrowly tailored to protect that overriding interest are (specify):
I have only requested the sealing of documents and records that would allow my stalker to readily identify me and determine what city I am now living in.

8. Facts showing that there is no less restrictive means to protect that overriding interest than filing the entire record under seal are (specify, including facts that show why the law requiring the court to keep the current name and the proposed name confidential, is not sufficient protection of that interest):
Even the creation of an index entry containing my original name would allow my stalker to identify me and locate the city I reside in. He is sophisticated in searching the court system, and has previously tracked me to multiple cities, where I was found because he concentrated his efforts to that city. Because of this, there exists there exists no less restrictive means of protecting my safety than allowing this entire record to be filed under seal.

The number of pages attached is: 0

Date: 1/30/2018

Sally Stalked
(TYPE OR PRINT NAME OF DECLARANT)

DECLARATION IN SUPPORT OF APPLICATION TO FILE DOCUMENTS UNDER SEAL
ADDRESS CONFIDENTIAL

Enter the current name(s) of the person(s) whose names will be changed.

Describe facts showing a substantial probability of what will happen if the records are not sealed.

Describe why no narrower way of protecting the plaintiff exists other than sealing the records.

Describe facts that show no less restrictive means exist.

Enter the total number of pages that are attached.

Enter the date, print and sign your name.

Decl in Support of App to File Under Seal (NC-420) (page 2)



Order on Application to File under Seal (NC-425)

CONFIDENTIAL		NC-425
ATTORNEY (Name, State Bar number, and address): Sally Stalked PO BOX 1318 #9999 Sacramento, CA 95812 TELEPHONE NO.: 916-555-0000 E-MAIL ADDRESS (Optional): ATTORNEY FOR (Name): [CONFIDENTIAL]		FOR COURT USE ONLY
SUPERIOR COURT OF CALIFORNIA, COUNTY STREET ADDRESS: 720 Ninth Street MAILING ADDRESS: 720 Ninth Street CITY AND ZIP CODE: Sacramento, CA 95814 BRANCH NAME: Civil		
PETITION OF (Name of each petitioner): [CONFIDENTIAL]		
ORDER ON APPLICATION TO FILE DOCUMENTS UNDER SEAL IN NAME CHANGE PROCEEDING UNDER ADDRESS CONFIDENTIALITY PROGRAM (SAFE AT HOME)		CASE NUMBER:
1. The application was duly considered a. <input type="checkbox"/> at the hearing on (date): in Department: of the above-entitled court. b. <input type="checkbox"/> without hearing.		
THE COURT FINDS		
2. a. As to whether the following factors apply to the documents for which filing under seal has been requested: (1) An overriding interest <input checked="" type="checkbox"/> does <input type="checkbox"/> does not support sealing the record. <input checked="" type="checkbox"/> does <input type="checkbox"/> does not exist. (2) A substantial probability <input checked="" type="checkbox"/> does <input type="checkbox"/> does not exist that the overriding interest will be prejudiced if the record is not sealed. (3) The proposed order to seal this record <input checked="" type="checkbox"/> does <input type="checkbox"/> does not narrowly tailored. (4) A less restrictive means to achieve the overriding interest <input checked="" type="checkbox"/> does not <input type="checkbox"/> does exist. b. <input type="checkbox"/> Other findings (if any):		
THE COURT ORDERS		
3. <input type="checkbox"/> The application to file documents under seal is denied . The documents will be returned to petitioner unless petitioner informs the clerk of the court within 10 days that petitioner wants the unsealed documents to be filed.		
4. <input checked="" type="checkbox"/> The application to file documents under seal is granted . The following documents may be filed under seal: a. <input checked="" type="checkbox"/> Petition for Change of Name (form NC-100) b. <input checked="" type="checkbox"/> Attachment to Petition for Change of Name (form NC-110) c. <input checked="" type="checkbox"/> Order to Show Cause for Change of Name (form NC-120) d. <input checked="" type="checkbox"/> Decree Changing Name (form NC-130) e. <input checked="" type="checkbox"/> Civil Case Cover Sheet (form CM-010) f. <input checked="" type="checkbox"/> Application to File Documents Under Seal in Name Change Proceeding (Safe at Home) (form NC-410) g. <input checked="" type="checkbox"/> Declaration in Support of Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) (form NC-420) h. <input checked="" type="checkbox"/> Order on Application to File Documents Under Seal in Name Change Proceeding Under Address Confidentiality Program (Safe at Home) i. <input type="checkbox"/> Other (specify): 5. <input type="checkbox"/> Other order (if any):		
Date:		
JUDGE OF THE SUPERIOR COURT		
Form Approved for Optional Use Judicial Council of California NC-425 (New January 1, 2018)		
ORDER ON APPLICATION TO FILE DOCUMENTS UNDER SEAL IN NAME CHANGE PROCEEDING UNDER ADDRESS CONFIDENTIALITY PROGRAM (SAFE AT HOME)		
CEB Essential eForms		
Code of Civil Procedure, § 1277; California Rules of Court, rules 2.575, 2.576, 2.577 www.courtinfo.ca.gov		

Enter the current name, Safe at Home PO Box information and phone number of the petitioner. If changing your own name, this is you.

Check box 4. Also check boxes A through H, as those are the documents being filed under seal.

If you are applying for a Fee Waiver, you must also check box I and put "Request to Waive Court Fees, Order on Court Fee Waiver"

Order on Application to File Documents Under Seal (NC-425)