

## **Instructions for LawHelp Interactive Name Change Program**

The LawHelp Interactive Name Change Program computer program includes a series of interview questions. The program takes your answers and completes the Name Change forms. After you finish the online interview, you may download the completed forms and print them for filing at the court house.

### **Information You Need to Complete the Interview**

Your Los Angeles County mailing address

Your LASC Courthouse Location for filing

Your exact name as it appears on your birth certificate

The new name you want ("Proposed Name")

Your exact date of birth

In 50 words or less: why do you want to change your name?

The name of Los Angeles County newspaper "in general circulation" for publication

### **How to Access & Get Started with LHI Program:**

Click on link provided by LA Law Library

Select "*Create an Account or Log In*"

Follow prompts to create a User Account

After User Account created, select "*Get Started*"

Answer Interview Questions

### **How to Complete the Program & Print Your Forms**

Save your answers

Download the forms

Print each form

Date and sign the forms

**Note:** You must complete the top portion of the **LACIV 226** *Name Change Criminal History Assessment* and you must print and complete the **LASC CIV 109** *Civil Case Cover Sheet* which is missing from the computer program. <http://www.lacourt.org/forms/pdf/LACIV109.pdf>