



THE STATE BAR OF CALIFORNIA
MEMBER SERVICES CENTER
 180 Howard Street · San Francisco, CA 94105-1617
 (888) 800-3400 · MSC@calbar.ca.gov

FOR OFFICIAL STATE BAR USE ONLY

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 may serve as one identity document for both the old and new names.

1) FORMER NAME INFORMATION

Member 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 or Initial: _____ New Second Middle Name or Initial: _____

"New" Identity Document 1: _____ "New" Identity Document 2: _____

Signature under new name:

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

3) NOTES

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 membership 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

Note: MCLE Groups are determined by member's last name upon admittance to the bar. A name change will NOT change your MCLE group or reporting date.

4) SUBMISSION INFORMATION

Fax to:

(415) 538-2576

OR

Email to:

MSC@calbar.ca.gov

OR

Mail to:

The State Bar of California
 Member Services Center
 180 Howard Street
 San Francisco, CA 94105-1617

AKA GUIDELINES

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

Some members 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.

Member’s 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 are:

- **Middle name rather than the first name appearing in State Bar records;**
- **Nickname rather than the first name appearing in State Bar records;**
- **Initial rather than the first and/or middle name appearing in State Bar records;**
- **Diminutive derived from the name appearing in State Bar records;**
- **Westernized version of the first or middle name appearing in State Bar records.**

In all circumstances, the last name (surname) in any AKA must be the same current last name appearing in the State Bar’s records.

Name Change

An AKA is not a name change. Attorneys who wish to change their official Membership 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 member 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 MSC@calbar.ca.gov.