

Instructions for Using Notification of Name/Address Change

The Notification of Name/Address Change form is designed for custodial and non-custodial parents who would like to change their name or address of record with the Clerk's office.

- 1.) Print or type all information on the form.
- 2.) Sign and date the form.
- 3.) Custodial parents must have this form notarized.
- 4.) Submit completed forms to: Clerk of Circuit Court
Attention: Child Support Division
P.O. Box 104
DeLand, FL 32721

Once this form is received by the Clerk's office your name and/or address will be updated in our database and this form will be filed in your permanent file in the Family Law Division.



LAURA E. ROTH
 CLERK OF THE CIRCUIT COURT

SEVENTH JUDICIAL CIRCUIT - VOLUSIA COUNTY
 P.O. BOX 6043 DELAND, FLORIDA 32721-6043 - WWW.CLERK.ORG

PLEASE REPLY TO: Child Support
 P.O. Box 104, DeLand, Fl 32721-0104

NOTIFICATION OF NAME/ADDRESS CHANGE

CASE NO. _____

DATE: _____

 Plaintiff/Petitioner/Payor

 Defendant/Respondent/Payee

OLD Name/Address: _____

 Street

 City State Zip Code

NEW Name/Address: _____

 Street

 City State Zip Code

 Signature

The foregoing instrument was acknowledged before me this
 ____ day of _____,
 ____ Who is
 Personally known to me or has produced _____
 _____ as identification.

Phone Number

Witness my hand in Volusia County,
 State of Florida, this __ day of

Notary Public _____
 Print Name

by _____

Signature _____

Commission# _____



LAURA E. ROTH
 CLERK OF THE CIRCUIT COURT

By: _____
 Deputy Clerk

Address Changed On Court Management/CJIS
 (For Clerks Use Only)