

changing your name

Steps to Changing Your Name

- 1) Obtain a copy of your new marriage certificate from the Register of Deeds.
- 2) Take your certificate to the Social Security Office and change your name there. You may now begin to use your new name.
- 3) Then, take the certificate to the Department of Motor Vehicles and change your name there.
- 4) Update each of the following with your new name (Note of caution: It is a felony to make copies of a marriage certificate. If proof is required, send your actual certificate with a self-addressed, stamped envelope and a request that they return it to you.):

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| <input type="checkbox"/> Banks | <input type="checkbox"/> Medical Care Provider |
| <input type="checkbox"/> Contracts | <input type="checkbox"/> Mortgage Lender |
| <input type="checkbox"/> County Tax Assessor | <input type="checkbox"/> Professional License—Notification Letter |
| <input type="checkbox"/> Credit Card Companies | <input type="checkbox"/> State Tax Commission |
| <input type="checkbox"/> Employer (fill out new W-2) | <input type="checkbox"/> Wisconsin Dept. of Revenue |
| <input type="checkbox"/> Estate Planning/Retirement Documents | <input type="checkbox"/> U.S. Passport |
| <input type="checkbox"/> Insurance Companies | <input type="checkbox"/> U.S. Postal Service |
| <input type="checkbox"/> Investment Companies | <input type="checkbox"/> Utility Company |
| <input type="checkbox"/> Leases and Mortgages | <input type="checkbox"/> Voter Registration |
| <input type="checkbox"/> Legal Documents | <input type="checkbox"/> Wills |

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