

# Petitioner's Packet



## Name Change of an Adult

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# **FILING PETITION FOR NAME CHANGE OF AN ADULT**

*This guide is for informational purposes only and the accuracy of this information is not guaranteed. This information is not legal advice and is not a substitute for legal advice. Court Clerks cannot give you legal advice.*

**A civil case for name change of an adult begins when the petitioner files a petition with the Court on behalf of themselves. The petition is a statement of the “the right sought to be declared or enforced and a statement of what relief is sought.” PTC 4.08.080.**

**PLEASE TAKE NOTICE effective November 30, 2020, only enrolled adult Puyallup Tribal Members, regardless of location, may petition for their name change before Puyallup Tribal Court. You must confirm your enrollment status in order for your petition to be accepted by the Tribal Court.**

## **1. How do I file a civil petition?**

**STEP 1: Read this guide and the petition carefully before completing.**

**STEP 2: Gather Documentation/Information.**

Locate documents and information that will help you complete the petition. This includes specific *attachments* required with your filing.

Please be aware, it is your responsibility to provide the Court with proof of your identification and enrollment status. The Court cannot independently verify such information. If you need a Tribal Identification card, please contact the Enrollment Department at (253) 573-7849 or [Enrollment@PuyallupTribe-nsn.gov](mailto:Enrollment@PuyallupTribe-nsn.gov).

**STEP 3: Complete the Petition.**

It is important to complete the petition with as much detail as possible so the presiding judge has enough information to conduct an initial hearing. Accurately providing all the requested information will help prevent unnecessary delays in the process.

*If, for genuine safety reasons, you are requesting your residential address be **confidential**, then follow the appropriate instructions on the ‘Statement of Address’ form to ensure that your address remains confidential.*

**STEP 4: File the Petition**

To start your case with the Court, you must file all necessary information with the Court, located at 1451 East 31st St. Tacoma, WA 98404. The Court is open Monday through Friday, 8:00 a.m. – 5:00 p.m., closed on holidays and may also be closed for inclement weather and other administrative purposes as needed. Please see the Court’s website, <http://www.Puyallup-Tribe.com/Court/>, for up-to-date information on Court closures.

### **Step 4.1: Submit filings to the Court Clerk**

Completed Petition for Name Change of an Adult;

Completed ‘Statement of Address’ form;

- All required *attachments*;
- Any supplemental documents;
- If applicable*, a completed and signed 'Notice of Appearance' form for your attorney/advocate.

**Step 4.2: Pay the filing fee to the Court Clerk**

- \$20.00 filing fee must be paid in exact amount and is non-refundable. The Court accepts cash, check, or money order.

**Step 4.3: Receive from the Court Clerk**

- receipt for your filing fee;
- file-stamped copies of your filings; and
- enter-stamped notice of hearing with the initial hearing date.

**2. What happens after you file your petition?**

If the presiding judge determines your petition is not complete or a pre-filing requirement is not met, then your petition cannot move forward until you provide the Court with the required amendments. The presiding judge may provide you leave of Court to amend your petition or may reject your petition. If you do not provide the Court with the required amendments, then the presiding judge will dismiss your case and will detail whether you have met the pre-filing requirements to re-file.

If the presiding judge determines your petition is complete, then the Court will issue an order to publish in a newspaper of general circulation for three consecutive weeks, at the Court's expense, notice of your Petition for Name Change directing all interested persons of the opportunity to appear before the Court at the initial hearing to show cause as to why your name change should not be granted.

**3. What happens at the initial hearing?**

You must show up at the initial hearing. If you fail to appear, the presiding judge will likely dismiss your case and you will have to re-file if you wish to proceed with your name change.

The Court will record the initial hearing and all subsequent hearings pursuant to Puyallup Tribal Code 4.16.230. The presiding judge will call the case to order on the record and cover some preliminary information with the parties. The parties will have the opportunity to be heard. Following, the presiding judge will make a decision on how the case will proceed.

**4. What happens after the hearing?**

What happens after the initial hearing depends on what the presiding judge orders. Therefore, it is important to read any order issued by the judge and understand its contents because the order will outline the next step(s) in the process.

**IN THE COURTS OF THE PUYALLUP TRIBE OF INDIANS  
FOR THE PUYALLUP INDIAN RESERVATION  
TACOMA, WASHINGTON**

In re:

\_\_\_\_\_  
*Full Name(s) of minor child(ren) or vulnerable Tribal adult*

\_\_\_\_\_  
*DOB(s) of minor child(ren) or vulnerable Tribal adult*

Case No(s). \_\_\_\_\_  
\_\_\_\_\_

**STATEMENT OF ADDRESS**

=====

\_\_\_\_\_,  
\_\_\_\_\_,  
Plaintiff(s)/Petitioner(s),

v.

\_\_\_\_\_,  
\_\_\_\_\_,  
Defendant(s)/Respondent(s).

<p><b><u>INSTRUCTIONS:</u></b></p> <p><b>You must file a Statement of Address for <u>each</u> case you are a party to.</b></p> <ul style="list-style-type: none"> <li>- If you are a party to multiple cases <i>with the same other parties</i>, then you may list all case numbers in the caption above.</li> <li>- If you are a party to multiple cases <i>with different other parties</i>, then you must file a separate Statement of Address in each case.</li> <li>- If it is your intent to update your address for all pending matters that you are a party to, then please contact the Court to ensure your Statement of Address is complete for this purpose.</li> </ul>
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**COMES NOW** \_\_\_\_\_ and, in this matter, I am (we are) the  
*Full Name(s)*

Plaintiff(s)/Petitioner(s)    Defendant(s)/Respondent(s)    \_\_\_\_\_  
*Party Type*

**1. Court Record.**

- For genuine safety concerns, I request my home address and contact information be confidential from  the other party(ies) and/or  the public to protect my and/or my child(ren)'s or ward's health, safety, or liberty. By checking this box I understand that my address will not become part of the Court record, but will be for Court use only.
- My address is not confidential. By checking this box I understand that my address will become part of the Court record and that other parties and individuals involved will have access to my address and contact information.

2. The address where I agree to accept legal papers for this matter is:

\_\_\_\_\_

*Street Address or P.O. Box*

*City*

*State*

*Zip Code*

3.  (**Optional**) I also agree to accept legal papers for this matter at the following email address: \_\_\_\_\_

4. My contact phone number(s) is(are) (**check preferred**):

\_\_\_\_\_  \_\_\_\_\_  \_\_\_\_\_

*Home*

*Cell*

*Work*

Co-Party:  \_\_\_\_\_  \_\_\_\_\_  \_\_\_\_\_

*(if any)*

*Home*

*Cell*

*Work*

5. I understand that it is my responsibility to inform the Court of any address or contact information changes while this case is open. I understand that if my address or contact information changes, then I must submit to this Court a new *Statement of Address* form with accompanying proof of service to all parties (*if applicable*).

*I certify, under penalty of perjury under the laws of the Puyallup Tribe of Indians, that the foregoing statement and any attachments are true and correct to the best of my knowledge and belief. Puyallup Tribal Code § 5.12.1180.*

\_\_\_\_\_  
*Party Signature*

\_\_\_\_\_  
*Date*

/s/  
\_\_\_\_\_  
*Print Name – Party Electronic Signature*

\_\_\_\_\_  
*Attorney/Advocate Bar No. (if applicable)*

\_\_\_\_\_  
*Co-Party Signature (if any)*

\_\_\_\_\_  
*Date*

/s/  
\_\_\_\_\_  
*Print Name – Party Electronic Signature*

\_\_\_\_\_  
*Attorney/Advocate Bar No. (if applicable)*

Case No. \_\_\_\_\_

STATEMENT OF ADDRESS

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**IN THE COURT OF THE PUYALLUP TRIBE OF INDIANS  
FOR THE PUYALLUP INDIAN RESERVATION  
TACOMA, WASHINGTON**

In re the name change of:

Case No. \_\_\_\_\_

\_\_\_\_\_  
*Adult's Full Name*

\_\_\_\_\_  
*DOB*

=====

\_\_\_\_\_,  
Petitioner.

**PETITION FOR NAME CHANGE  
OF AN ADULT**

Hearing Date: \_\_\_\_\_

Hearing Time: \_\_\_\_\_

*(Hearing information input by Court)*

COMES NOW, \_\_\_\_\_, Petitioner, and declares the following:

1. My full legal name is: \_\_\_\_\_  
 I am also known as: \_\_\_\_\_
2. I am an enrolled member of the Puyallup Tribe of Indians. I have *attached* proof of tribal enrollment to this petition.  
*I understand that I must be an enrolled member of the Puyallup Tribe of Indians to file this Petition as only Puyallup Tribal members may obtain a name change in this jurisdiction.*
3. My date of birth is: \_\_\_\_\_
4. My place of birth is: \_\_\_\_\_  

*City*
*State*
*Country*
5. My Father's Full Legal Name: \_\_\_\_\_
6. My Mother's Full Maiden Name: \_\_\_\_\_

**NAME CHANGE REQUEST**

7. I request that the Court decree the following name change:  
 Present Full Name: \_\_\_\_\_  
 Proposed Full Name: \_\_\_\_\_
8. I understand the Court will issue an order to publish in a newspaper of general circulation for three consecutive weeks, at the Court's expense, notice of this Petition for Name Change with the initial hearing date directing all interested persons of an opportunity to appear before the Court to show cause as to why this name change should not be granted.
9.  I am exempt from publishing notice required in *point 8 above* and request this case be marked **CONFIDENTIAL** and ordered **SEALED** from public disclosure because I am:
  - in a government-administered Victim or Witness Protection Program. I have *attached* to this petition certified proof of my participation.
  - in the State of Washington's Address Confidentiality Program and petitioning to avoid domestic violence or stalking or because I am a victim of sexual assault or a violent crime. I have *attached* to this petition certified proof of such participation.

other (please explain): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I attached an additional page to explain as this section did not provide enough space.

10. The reason I want the name change is: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I attached an additional page to explain as this section did not provide enough space.

11. At the time of filing, I have attached to this petition:

- a.  Proof of identification containing photo, full name, date of birth, and address via tribal enrollment card, Enrollment Department certificate, or government-issued I.D.
- b.  Proof of tribal enrollment (if not provided for point 11a above).
- c.  If applicable, proof of my exemption from publication described in point 9 above.
- d.  If applicable, an additional page to explain my request for exemption from publication described in point 9 above.
- e.  If applicable, an additional page to explain the reason I want the name change described in point 10 above. Certificate
- f.  Required 'Statement of Address' form and applicable filing fee.
- g.  If applicable, 'Notice of Appearance' form for your attorney/advocate.

12. I am not trying to have my name changed to avoid prosecution for a crime or to avoid creditors or for any other unlawful purpose.

**\*\* DO NOT SIGN UNTIL WAIVED DIRECTED TO DO SO BY THE NOTARY PUBLIC \*\***

*I certify, under penalty of perjury under the laws of the Puyallup Tribe of Indians, that the foregoing statement and any attachments are true and correct to the best of my knowledge and belief. Puyallup Tribal Code § 5.12.1180.*

\_\_\_\_\_  
Petitioner Signature  
  
/s/  
\_\_\_\_\_  
Print Name – Petitioner Electronic Signature

\_\_\_\_\_  
Attorney/Advocate Bar No. (if applicable)  
  
\_\_\_\_\_  
Date

Signed and sworn to before me on \_\_\_\_\_, by \_\_\_\_\_.  
Date Affiant

Notary \_\_\_\_\_

Notary Public WAIVED Date of: \_\_\_\_\_

County of: \_\_\_\_\_

My commission expires: \_\_\_\_\_  
Affix stamp or seal