



Child Support Services • 222 East Central Parkway, Cincinnati, Ohio 45202  
(513) 946-73871000 • [www.hcjfs.org](http://www.hcjfs.org)

## Change of Name

This form authorizes Hamilton County Child Support Services (CSS) to change your name. Please complete the entire form and return it to CSS by mail or by fax. The mailing address and fax number are listed at the bottom. **Remember to sign the form.** CSS cannot process your request without a signature. (CSS can only change the name of the individual whose signature appears below.)

### Authorization

I, \_\_\_\_\_, authorize  
(Please print your full name.)

CSS to change my employer name and address:

#### **From: (Your old name)**

First Name:	Middle Name:
Last Name:	

#### **To: (Your new name)**

First Name:	Middle Name:
Last Name:	

#### **Effective Date**

My name change is effective on:

Month: \_\_\_\_\_ Day: \_\_\_\_\_ Year: \_\_\_\_\_

#### **Identifying Information**

Street Address:		
City:	State:	Zip:
Social Security Number:	Phone Number:	

### Signature

\_\_\_\_\_  
Your Signature

\_\_\_\_\_  
Date

### Return this form by:

**Mail:** Child Support Services, Taft  
222 East Central Parkway  
Cincinnati, Ohio 45202

**Fax:** (513) 946-7372

**CSS will fulfill your request within 10 business days.**