

Name Change Guidelines

Step One:

The first and most important step is to obtain a certified copy of your Marriage license from the county office where your marriage license was issued. One certified copy of your Utah County Marriage License is included in your marriage license fee. Additional certified copies are available at \$9.00 for the 1st copy and \$5.00 each additional copy. Once you receive the official copy, make few xerox copies to keep for your own records.

Step two:

Notify the Social Security Administration of your name change. This requires you to show a certified copy of your marriage license and the SS-5 form. The Social Security Office is located at:

Social Security
485 North Freedom Blvd
Provo, UT 84601
801-377-5651
Hours: 9:00 am - 4:00 pm Monday - Friday

Step Three:

Provide a certified copy of your marriage license and go to your driver's license division to change your name on your drivers license. The Provo office is at:

Driver License, Provo Office
1503 South 40 East
Campus Credit Union Bldg
2nd Floor
Provo, UT 84606
Hours: 7:00 am - 6:00 pm Tuesday - Saturday

Step Four:

Complete your change of address and name on both state and federal taxes.

Step Five:

Provide a xerox copy of your marriage license and go to your bank or financial institution, insurance company, Post Office and employer to change your name and/or address.

Step Six:

Get a new voter's registration form from the County Clerk's Office, web site or Drivers License Office. Complete with your new name and address and return to the County Clerks Office.

Step Seven:

Update your passport information. This will require a certified copy of your marriage license and name change affidavit form, available in the Clerk's Office.

Utah County Clerk
100 East Center Street
Provo, UT 84606
801-851-8128