



NOTIFICATION OF NAME/GENDER CHANGE AND REQUEST FOR CONFIDENTIALITY

The Department of Consumer Affairs (DCA) will recognize a licensee's name change or gender change and update the individual's license and the publicly viewable licensing information displayed online by replacing references to the former name or gender with references to the current name or gender, when the licensee submits the documentation identified in Sections B or C below demonstrating that their name or gender changed.

Once the licensee's name or gender is updated, the former name or gender will not be published online, except that if a public search of the online license verification system is performed using the licensee's former name, a statement will appear in connection with the search directing the public to contact the applicable licensing agency for more information about the licensee.

Licensees eligible for a name change and request for confidentiality include:

- Individuals participating in the Secretary of State's Safe at Home program who confidentially change their name in a court proceeding based on concerns related to domestic violence, stalking, sexual assault, or human trafficking, pursuant to Code of Civil Procedure section 1277(b).
- Individuals who change their name in a court proceeding to conform to their gender identity, pursuant to Code of Civil Procedure section 1277.5.
- Individuals who obtain a court order to change their name in connection with a court proceeding to change their gender or sex identifier, pursuant to article 7 of chapter 11 of part 1 of division 102 of the Health and Safety Code. Such court orders are typically issued in connection with a change to a birth certificate or marriage license and certificate.

Licensees eligible for a gender change and request for confidentiality include individuals that submit the documentation identified in Section C below reflecting a change in gender identification.

Enforcement records that reference the licensee's former name or gender will not be posted online. Instead, a statement will appear noting that the licensee was previously subject to enforcement action and directing the public to contact the applicable licensing agency for more information about the enforcement action. Enforcement records may, however, be subject to public disclosure pursuant to the California Public Records Act.

Records related to this notification of a name/gender change and request for confidentiality, including the documentation submitted pursuant to Sections B or C below, are confidential and will not be disclosed to the public.

REQUESTS (Check all that apply among 1 and 2. No other box should be marked if choosing 3):

1. Request for Name Change (Complete Section A, B, D and provide required documentation)
2. Request for Gender Change (Complete Section A, C, D and provide required documentation)

3. I previously updated my name with the licensing board or bureau and would now like to have references to my former name and related enforcement records removed from the online license verification system, as described above. (Complete Sections A and D using your current name and provide the documentation required in Section B.)



SECTION A: NEW NAME AND GENERAL INFORMATION

New First Name _____ New Middle Name _____ New Last Name _____

Last Four of SSN or ITIN* ____ Board or Bureau License # _____ Date of Birth (MM/DD/YYYY) ____/____/____

* You may provide the last four digits of either your Social Security Number, Federal Employer Identification Number or Individual Taxpayer Identification Number, as applicable.

SECTION B: FORMER NAME

(New first, middle and last names should be entered in Section A above.)

Former First Name _____

Former Middle Name _____

Former Last Name _____

To request a name change, you must submit copies of all documents listed in one of the following paragraphs to demonstrate that your legal name was changed:

- A certified court order issued pursuant to a court proceeding authorized by Code of Civil Procedure section 1277(b) and the certificate issued under the Secretary of State's Safe at Home program reflecting your updated name; or
- A certified court order reflecting your updated name issued pursuant to a court proceeding authorized by Code of Civil Procedure section 1277.5 or Article 7 of Chapter 11 of Part 1 of Division 102 of the Health and Safety Code.

SECTION C: GENDER CHANGE

Indicate new gender identifier:

Female

Male

Non-Binary

To request a gender change, you must submit a copy of any of the documents listed below to demonstrate that your gender identification changed:

- Driver's license or identification card;
- Birth certificate;
- Passport;
- Social security card; or
- Court order indicating a gender change.



SECTION D: PERSONAL ATTESTATION

I declare under penalty of perjury under the laws of the State of California that the information given above is true and correct and that I am the person who was issued the original California license by the Department of Consumer Affairs.

Signature _____ Date ____/____/____

Mail this completed form and all required documentation to the board/ bureau associated with your license issued by a DCA board or bureau. A list of mailing addresses may be found [here](#).