

NAME CHANGE LETTER

To Whom It May Concern:

I, the undersigned, hereby notify all relevant parties and entities of my legal name change. This letter serves as formal documentation of said name change and is intended to update all records, accounts, and legal documents accordingly.

Previous Name: _____

New Legal Name: _____

This name change has been effected pursuant to applicable United States laws and regulations. Enclosed herewith is the certified copy

Effective immediately, please update your records and databases to reflect my new legal name. I request that all future correspondence, billing, legal documents, and other relevant materials bear my new name.

Identification and Documentation Details:

Date of Birth: _____ Place of Birth: _____

Social Security Number (last 4 digits): _____

Previous Identification Document(s): _____

New Identification Document(s) Issued: _____

I hereby authorize and request any and all organizations, institutions, agencies, and entities to update their records to reflect my new legal name and to accept this letter as sufficient proof of my legal name change. I understand that additional documentation may be required by certain entities and I agree to provide such documentation upon request.

Legal Compliance and Acknowledgments:

This name change letter complies with all applicable federal, state, and local laws in the United States. All statements contained herein are true and correct to the best of my knowledge and belief. Any false statements or misrepresentations may subject me to penalties under applicable laws.

I release and hold harmless any person or entity relying upon this letter for updates to records or for any actions taken in reliance hereon, provided such reliance is made in good faith.

SIGNER'S FULL PRINTED NAME

WITNESS / NOTARY

Signature: _____

Signature: _____

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