

ZOOM Name Change Checklist for Hearings

- The Court will require that all name changes hearings will be conducted via Zoom.
- If you have a name change hearing scheduled please email robertsk@washtenaw.org for the Court's Zoom ID number. This number is required for you to participate in the hearing.
- If you are objecting to a proposed name change, please email robertsk@washtenaw.org for the Court's Zoom ID number which will allow you to participate.
- After your Zoom hearing is complete, Judge Conlin's office will email your name change order to make sure no errors are made *before he signs the order*.
- Once the order has been reviewed and cleared of any errors or typos, the Petitioner must email that order back to robertsk@washtenaw.org. The order will then go to Judge Conlin for signature.
- After processing by the Clerk's office, the Clerk of the Court shall mail one certified copy of the name change order to the address listed by petitioner in the Court file. Please allow 7 to 14 days for this process to be complete. If additional certified copies are needed, please contact the clerk's office.