



Fact Sheet
**Amending the Name of a Parent due to their Change in Sex Designation on a
 Minor's Birth Certificate**

Registry of Vital Records and Statistics
 Massachusetts Department of Public Health

The Registry of Vital Records and Statistics will amend the name of a parent or parents due to a change in their sex designation on the birth certificate of a minor (individual under the age of 18 years) by means of a joint affidavit and a submission of a judicial change of name. A new birth certificate will be issued upon receipt of the evidence outlined below.

Evidence

The following documents are required:

1. The **Joint Affidavit to Change Name of Parent(s) due to their Change in Sex Designation on a Minor's Birth Certificate** form.

Alternatively, a similar affidavit may be submitted that includes:

- Name of child as it appears on existing birth certificate
- Sex of child as it appears on existing birth certificate
- Date of birth as it appears on existing birth certificate
- City/Town of birth as it appears on existing birth certificate
- Names of parent(s) as it appears on existing birth certificate
- Names of parent(s) as it should appear on amended birth certificate
- Sex of parent(s) as it should be recorded in the birth record
- Name of primary applicant and current mailing address. Telephone number and/or email are optional, though preferred
- Inclusion of the declaration below with signatures of all parties:
 I/we declare under the pains and penalties of perjury that the information contained herein is true and accurate and not made for any fraudulent purpose. Upon signing, I/we authorize a change to the birth certificate of the child listed above.
- Notarization, if submitted by mail

2. A court-certified copy of the legal name change decree of the parent(s).

To Apply

Submit an application by mail or by in-person appointment:

- If applying by mail, include the required **notarized** affidavit, evidence, and fees.
- If applying in person, **you must schedule an appointment with the Amendments Unit**, by phone or email. You will need to show a valid form of photo identification during the appointment.

Registry of Vital Records and Statistics

Attn: Amendments

150 Mt. Vernon Street, 1st Floor

Dorchester, MA 02125

Telephone: (617) 740-2674 Email: RVRSAmendments@mass.gov

Amendments may also be made in the city or town where the applicant's birth occurred. Please contact the Local Clerk or the Boston Registrar for information on their processes and fees.

Fees

The correct fees must accompany an application for amendment made to the Registry of Vital Records and Statistics:

1. \$50.00 one-time amendment fee, **and**
2. \$32.00 per certified copy of the amended birth record by mail

	Amended certificates can be purchased in person for \$20.00 after verifying amendment completion. Personal checks and money orders are accepted. Please make payable to the Commonwealth of Massachusetts. Cash payments are accepted in person only.
Basis	Chapter 46, §13(e) of the Massachusetts General Laws states: (2) A person who requests a change in the sex designation on the person's birth record pursuant to paragraph (1) may request a change of name on the person's birth record. A request for a change of name on a birth record shall be accompanied by a certified copy of the legal change of name. No medical or healthcare related documentation shall be required by a town clerk or other official in connection with a request under this paragraph. (3) A person who has changed the sex designation on the person's birth record pursuant to paragraph (1) but did not request a change of name on the person's birth record pursuant to paragraph (2) may request a change of name on the person's birth record within 3 years from the date of the change in the sex designation on the person's birth record pursuant to said paragraph (1); provided, however, that a person whose sex designation on their birth record was changed while the person was a minor shall have 3 years from the date of their eighteenth birthday to request a change of name on the person's birth record; provided further, that the department may waive the 3-year limitation for a person that demonstrates good cause, as determined by the department. A request for a change of name on a birth record shall be accompanied by a certified copy of the legal change of name. No medical or healthcare related documentation shall be required by a town clerk or other official in connection with a request under this paragraph. (4) Upon joint application by parents, the birth record of a minor child shall be amended to change a parent or parents' names upon receipt by the state registrar or local clerk of a request for a change of name along with a certified copy of the legal change of name or names. A request shall be accompanied by an affidavit executed under the penalty of perjury that the request is to conform the record to a change of name pursuant to paragraph (2) or (3)* and is not made for any fraudulent purpose.
For more information about legal changes of name	To obtain information about legal changes of name, please contact your local Massachusetts Probate and Family Court. If you are not a Massachusetts resident, contact the court of appropriate jurisdiction in your area. Resources, forms and instructions: http://www.mass.gov/courts/resources.html
For more information about amending a birth certificate	Please contact the Registry of Vital Records and Statistics for additional information: By Mail: Registry of Vital Records and Statistics Attn: Amendments 150 Mt. Vernon Street, 1st Floor Dorchester, MA 02125 By Telephone: (617) 740-2674 By Email: RVRSAmendments@mass.gov