Go to My Dashboard | CalCentral

Click on Legal Name Change Request

Select a Phone Type

Type your name as it appears on your legal documents

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Click on Upload to attach documents. Only one document is required, but multiple uploads are accepted.

Find your file and click Upload
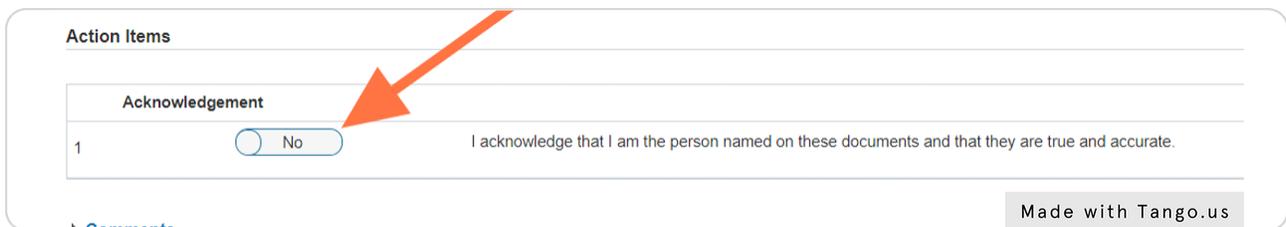

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Once your file is uploaded Click on Done
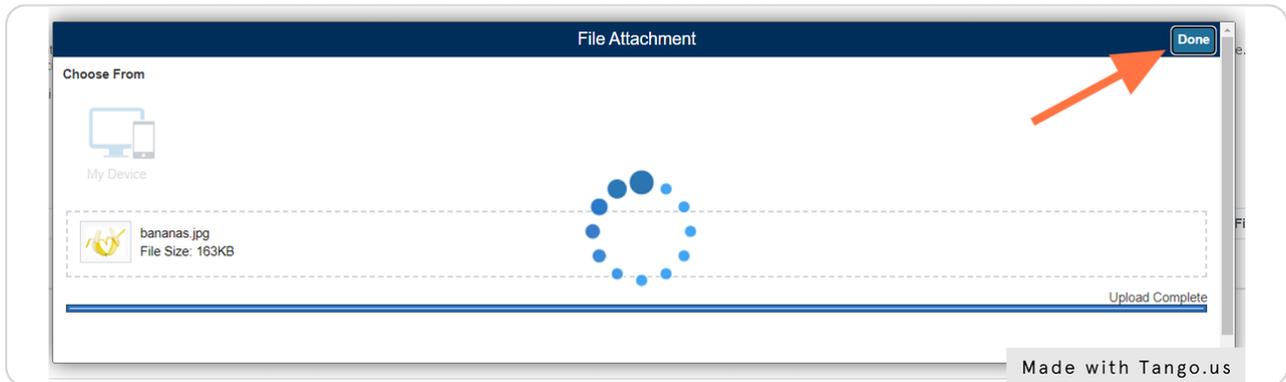
Toggle the acknowledgments button to affirm that you are the person named on these documents and that they are true and accurate.

If you would like to add any additional notes Click on Comments

Add additional information or notes here if you think they will be useful.

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Click on Submit

You should see the submission confirmation page when your form is successfully submitted. You will also receive an email notification.

You will receive another email when your name change is complete or with additional instructions if more information is required.

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