



IREC use only

License #: _____
Receipt #: _____
Approved: _____

NOTICE OF NAME CHANGE

INSTRUCTIONS: Complete this form and submit with legal documentation of the name change as specified below. Your change request will not be processed without supporting documentation.

Name of Licensee OR Entity for Which Name Change is Requested:

Name as it now appears on the license

License No.

1. **Personal Name Change:** To request a personal name change, enclose one (1) item from EACH list.

New Legal Name or Nickname: _____
(include nickname, if applicable)

List A

- Certified copy of marriage license **and**
- Certified copy of divorce decree
- Certified copy of court order for name change

List B**

(must show your new legal name)**

- Idaho drivers license or identification card
- Valid drivers license or identification document with photo from another state or US territory
- US military card or military dependant's ID card
- US coast guard merchant mariner card
- Native American tribal document
- Valid US passport

2. **Company or DBA name:** Include a file-stamped copy of the DBA registration or other name change document from the Idaho Secretary of State.

New DBA or Company Name: _____

(To change the type of business entity (i.e., LLC to Corporation), do not use this form. Instead, you must submit a new license application for the new entity.)

Authorized signature

Date