Directeur de l'état civil
Québec

Application for Preliminary Analysis for a Change of Name

C FO–1204–A
20260401

Important

- Read the general information that accompanies this form.
- Complete all sections meeting your situation.
- Write in block letters in **black** or **blue** ink.
- **Print, sign** and **date** your application.

Before starting | Print the form | Delete data entered

Section 1: Object of the application

1. ☐ **Change of name application of a person 14 years of age or over filed by that person**
   ➔ Complete sections 2, 4 and 5.

☐ **Change of name application of a person 14 years of age or over filed by that person and name change of one or more of his or her children under 18 years of age**
➔ Complete sections 2 to 5.

☐ **Change of name application of a person under 18 years of age filed by his parent or his tutor**
➔ Complete sections 2 to 5.

Section 2: Information on the person submitting the application

2. Surname	3. Usual given name	4. Other given names (separated by commas)

5. Home address (number, street)	Apartment	6. City, town, village or municipality

7. Province	8. Postal code	9. Country

10. Area code Phone number (home)	11. Area code Phone number (other)	12. Area code Phone number (work) Extension

13. E–mail	14. Sex designation
	☐ Male ☐ Female ☐ Non–binary (X)

15. Date of birth Year Month Day	16. Place of birth (city, town, village or municipality, province or country)

➔ If you are applying for a change of name for yourself, answer questions 17 to 23.

17. Have you been domiciled in Québec for at least one year?
☐ Yes ☐ No

18. Surname of parent	19. Usual given name of parent	20. Relationship
		☐ Father ☐ Mother ☐ Parent

21. Surname of other parent	22. Usual given name of other parent	23. Relationship
		☐ Father ☐ Mother ☐ Parent

Section 3: Information on the child under 18 years of age for whom a change of name is requested

24. Surname	25. Usual given name	26. Other given names (separated by commas)

27. Sex designation	28. Date of birth Year Month Day	29. Place of birth (city, town, village or municipality, province or country)
☐ Male ☐ Female ☐ X (non–binary)		

30. The child lives at the same address as	31. Has the child been domiciled in Québec for at least one year?
☐ His father ☐ His mother ☐ His parent ☐ His tutor	☐ Yes ☐ No

Information of the child's parent who is not the applicant

32. Surname	33. Usual given name	34. Family relationship
		☐ Father ☐ Mother ☐ Parent

35. Home address if different from that of the applicant (number, street)	Apartment	36. City, town, village or municipality

37. Province	38. Postal code	39. Country

40. Area code Phone number (home)	41. Area code Phone number (cellular)	42. Area code Phone number (work) Extension

43. Has a tutor been legally designated for the child?	44. Will you be able to notify the child's other parent or his or her tutor of your intention to file an application for a change of name with the Directeur de l´état civil?
☐ Yes ☐ No	☐ Yes ☐ No

Do not forget to complete page 2 of the form.

Return to form

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Section 4: Modifications requested

45. Surname	46. Usual given name	47. Other given names (separated by commas)

48. Reasons for requesting the change

Section 5: Signature of the person submitting the application

49. I solemnly declare that, to the best of my knowledge, the information provided is accurate and complete.

50. Date

X The application must be signed and dated.

Signature of the person submitting the application (**mandatory**)

Year Month Day

Do not forget to complete page 1 of the form.

Ministère de l'Emploi et de la Solidarité sociale

Directeur de l'état civil
Québec

General Information on the *Application for Preliminary Analysis for a Change of Name*

Do not return this document with your application

What should you know?

A preliminary analysis enables the Directeur de l'état civil to verify a person's eligibility for a change of name application, and to determine whether that step is appropriate to his or her situation.

If you or the person concerned by the request for preliminary analysis are eligible for a change of name application, the Directeur de l'état civil will send you, by mail, all the documents necessary to apply. Otherwise, we will inform you of the solution appropriate to the situation.

Important

Eligibility for a change of name application does not mean that the change of name will be authorized by the Directeur de l'état civil.

Who can apply?

You can apply for a change of name for yourself if you are 14 years of age or over and have been domiciled in Québec for at least one year.

You can apply to change the name of a person under 18 years of age if you are the father, mother, parent or tutor, as long as that person has been domiciled in Québec for at least one year.

Notification and objection

Unless there is a compelling reason, the Directeur de l'état civil **cannot grant** the name change of a person under 14 years of age if the father, the mother and parent or tutor, if applicable, have not been notified of the application or if they object.

However, if the application for a change of given name is submitted by a person aged 14 or over and is motivated by a question of gender identity, which is interpreted as a compelling reason, the Directeur de l'état civil may grant the change of given name even if the father and mother or tutor, as the case may be, have not been notified of the application or object to it.

Similarly, except for a compelling reason, the Directeur de l'état civil **cannot grant** the name change of a person between 14 and 17 years of age if the father, mother and parent, tutor, if applicable, or the person concerned have not been notified of the application. The same is true if one of these people objects to the application, unless the request is to add to the surname one of the surnames of the father, the mother or the parent, in which case the right to object is reserved to the person between 14 and 17 years of age.

Application for one or more children under 18 years of age

If the application is for more than one child, you must complete a form **for each child.** Complete all of the sections of the first form and sections 1, 3 and 4 only of each additional form, if the information for the other sections is the same.

Person born outside Québec

If you or the person concerned by the application for preliminary analysis were born outside Québec and the birth **is not entered** in the Québec register of civil status, you must apply to the Directeur de l'état civil to have the act of birth inserted in the register so the application for a change of name can be processed.

In that case, complete the form *Application for Insertion of an Act of Civil Status Made Outside Québec into the Québec Register of Civil Status*. You can obtain that form on our website or by contacting us.

You must submit **that form to us, along with the required documents, in the same envelope** as the *Application Preliminary Analysis for a Change of Name*.

How to submit the application?

By mail

Preliminary analysis for a change of name
Directeur de l'état civil
2535, boulevard Laurier
Québec (Québec) G1V 5C6

To reach us

By phone
Québec: 418 644–4545
Montréal: 450 644–4545
514 644–4545
Elsewhere in Québec: 1 877 644–4545

By mail
Directeur de l'état civil
2535, boulevard Laurier
Québec (Québec) G1V 5C6

By e–mail
etatcivil@dec.gouv.qc.ca

Website
www.etatcivil.gouv.qc.ca

Ministère de l'Emploi et de la Solidarité sociale

FO–12–04 (2026–04–01)