



Name Change Guidelines for the Bride



Your marriage license must be recorded before any names changes can be made!!!

Please note the following guidelines are based on information obtained from Colorado agencies.
If you live in another State please contact your local offices for the procedures they require.

- **Social Security Card:** Please contact the Glenwood Springs Social Security office at 970.945.8609 or 1.800.772.1213 for the most current information regarding name change requirements. Social Security locations are open Monday through Friday 9:00 a.m to 4:00 p.m. Information can also be found by visiting the Social Security Administration website at www.ssa.gov
- **Driver's License:** You will need your original marriage license or a certified copy of your marriage license to change your name on your driver's license.
- **Motor Vehicle Registration:** If you have the Colorado title to your vehicle, you will need to sign your name exactly as it appears on the title and assign the title (as if you were selling the vehicle) in your name exactly as you want the new title to read. Then take the title to the motor vehicle office in the county where you reside to process this change. There is a \$7.20 title fee. You will receive a new registration and title in your married name. Please remember to bring proper ID.

If your vehicle is financed, you must notify your financing institution to process this change. Sometimes a financing institution will not allow a name change until your loan is satisfied.

- **Bank Accounts:** We suggest that you check with your bank to find out what documents they require to change the name on your account. Some banks require a certified copy of your marriage license or they ask to see your driver's license after it has been changed to your married name. Some banks only require new signature cards.
- **Credit Cards:** We suggest you contact your credit card companies for their requirements. Credit card companies usually require a letter with your account number stating that you have recently married and would like your name changed on the account and a new card issued.
- **Voter Registration:** Your voter registration can be changed at your local county election office or Driver's License Office.
- **Passport:** Please visit www.travel.state.gov/passport for passport requirements, locations and fees or call 1.800.333.4636.

Certified Copies:

Certified copies of marriage licenses are available through this office. There is a \$3.00 charge per copy. Certified copies of marriage applications are also available. There is a \$1.25 charge for applications. You may order copies either by coming into our office or by sending a letter stating your request, accompanied by a check to cover the cost. Checks should be made payable to: *Pitkin County Clerk*

Please do not leave your original marriage license with anyone. This office cannot replace the original document.