



Republic of the Philippines  
Professional Regulation Commission  
Manila

PICTURE  
1½ x 1½

**PETITION FOR CHANGE OF REGISTERED NAME DUE TO MARRIAGE**

*(Please see reverse side on Requirements and Procedures)*

I, \_\_\_\_\_ of legal age, married, born  
(name)  
on \_\_\_\_\_ at \_\_\_\_\_ and a resident of  
(date of birth) (place of birth)  
\_\_\_\_\_, do hereby apply for change of name  
(permanent mailing address)  
from \_\_\_\_\_ to \_\_\_\_\_  
(registered name) (married name)  
in the records \_\_\_\_\_ of the Board of/for  
\_\_\_\_\_ and the Commission.  
(name of board)

I took and passed the examination given by the Board in \_\_\_\_\_ and was  
(month & year)  
registered as \_\_\_\_\_ with Registration number \_\_\_\_\_ dated \_\_\_\_\_  
and I got married to \_\_\_\_\_ at \_\_\_\_\_  
(husband's name) (place of marriage)  
on \_\_\_\_\_  
(date of marriage)

(A copy of Marriage Contract/Certificate of Marriage is herewith attached as Annex "A")

**I DO HEREBY CERTIFY** that the foregoing date and those in the attached Marriage Contract/Certificate of Marriage, are all true and correct of my own knowledge, and that any false declaration herein and in the annex shall hold me liable for criminal/administrative prosecution.

Date Accomplished	Signature (Maiden Name)	Signature (Married Name)
Affix Doc Stamp HERE	Administering Officer:	
(1) REGISTRATION DIVISION Window	<b>(DO NOT FILL THIS PORTION)</b> Verification	(2) RECORDS SECTION (Annex Bldg.)
<b><u>Registered Name</u></b>	<b><u>Name in the Master List</u></b>	
<b><u>Profession</u></b>	<b><u>Exam Taken / Date / Rating</u></b>	
<b><u>Date of Birth</u></b>	<b><u>Date of Birth</u>    <b><u>Verified by:</u></b></b>	
<b><u>Reg. No.</u>    <b><u>Reg. Date</u></b></b>	(3) CASH SECTION (window 1 or 2) (payment of fees)	
Last Year Paid:  Assessment of Fees: _____ _____ _____	Verified by: _____	(a) STATUTORY FEE: O.R. No. _____ Date _____ Amount Paid _____ (b) RENEWAL/DUP. ID FEE _____ O.R. No. _____ Date _____ Payment: _____

Screened by: \_\_\_\_\_

Received by: \_\_\_\_\_

**(THIS FORM IS TO BE ACCOMPLISHED AND SIGNED BY  
THE PETITIONER HERSELF AND TO BE SUBMITTED IN ONE COPY)**

***REQUIREMENTS:***

1. Duly accomplished Petition Form that is notarized or under oath.
2. Original and xerox copy of Marriage Contract. If original copy is not available, xerox copy must be duly certified by the Local Civil Registrar
  - *if xerox copy is not certified, present the original copy for verification*
  - *if civilly married, submit copy of civil marriage contract*
  - *if married outside the Philippines, xerox copy of the marriage contract must be authenticated by the Philippine Consulate Office of Philippine Embassy in the Foreign country*
  - *if married in the Muslim rites, marriage contract must be authenticated by the Shariah Court*
3. One (1) copy of 1<sup>1/2</sup> x 1<sup>1/2</sup> picture
4. Statutory Fee of P150.00
5. Self-addressed mailing envelope with P15.00 worth of mailing stamps

***PROCEDURE:***

1. Submit duly accomplished Petition Form and Marriage Contract (as specified in requirement No. 2 above) for screening to the Office of the Assistant Secretary, 3/F Main Building.
2. Bring the documents to the Registration Division, Ground Floor, for verification of registration and assessment of fees; (For teachers, go to the Office of Professional Teachers, 3/F PRC Annex)
3. Proceed to Records Section, Ground Floor, Annex Building for verification of examination records;
4. Proceed to the Cashier Section, Ground Floor, for payment of the fees; and
5. Go back to the Office of the Assistant Secretary, to submit the Petition Form, Marriage Contract, Official Receipts of Payment, mailing envelope and picture.