

**IN THE CIRCUIT COURT OF THE STATE OF OREGON
FOR THE COUNTY OF MULTNOMAH**

FORMS & INSTRUCTIONS FOR CHANGE OF SEX (ORS 33.460 and 33.410-420 & UTCR 9.320)

To use these forms you must be a resident of Multnomah County and at least 18 years of age.

CHANGING YOUR SEX

Changing your legal sex* is a simple court process involving three steps:

- (1) posting a public notice of the proposed change in the Courthouse for 14 days;
- (2) appearing briefly before a Judge who will sign the judgment; and
- (3) public posting of the change for the change to become official;

**NOTE: To order a legal sex change, the Judge must find that:*

- *You have undergone surgical, hormonal, or other treatment appropriate for you for the purpose of gender transition, and*
- *Sexual reassignment has been completed.*

FORMS IN PACKETS

- | | |
|--|----------|
| (1) PETITION FOR SEX CHANGE | (FORM 1) |
| (2) NOTICE OF SEX CHANGE HEARING | (FORM 2) |
| (3) AFFIDAVIT OF POSTING NOTICE OF SEX CHANGE HEARING | (FORM 3) |
| (4) GENERAL JUDGMENT OF SEX CHANGE | (FORM 4) |
| (5) NOTICE OF GENERAL JUDGMENT OF SEX CHANGE | (FORM 5) |
| (6) AFFIDAVIT OF POSTING NOTICE OF SEX CHANGE JUDGMENT | (FORM 6) |

FEES

The fee for the forms packet provided by the court is \$1.25. The court fee for filing a sex change petition is \$111.00. The charge for a certified copy of the General Judgment is \$5.00.

INSTRUCTIONS

Please read all instructions carefully. **DO NOT FILL OUT ALL THE FORMS AT ONCE. YOU WILL NEED TO COMPLETE THE FORMS AS YOU COMPLETE THE STEPS FOR THIS LEGAL ACTION.** These are legal documents that must not contain mistakes. Do not alter the documents.

(First Visit To Courthouse)

- STEP 1: A. Fill out the PETITION FOR SEX CHANGE (Form 1)
Please type or print.

**STOP.....DO NOT FILL OUT ANY MORE FORMS AT THIS TIME.
FOLLOW INSTRUCTIONS.**

- B. Sign the form in front of the Family Law Clerk, located in Room 211 of the Multnomah County Courthouse.
Bring with you **one** form of valid photo identification – a current, state-issued driver’s license or identity card; current passport; current U.S. military identification card; current identity card issued by federally recognized tribe; or another current, government-issued document containing your photograph, signature, and physical description.
- C. Go to the cashier, located in Room 210 of the Multnomah County Courthouse. Pay the \$5.00 certified copy fee and the \$111.00 court filing fee.
- D. The cashier will give you a case number. Make sure the cashier puts the case number on all six forms.

- STEP 2 A. Complete NOTICE OF SEX CHANGE HEARING (Form 2). Leave the following spaces blank: room number, hearing date, time of hearing.
- B. Take Form 2 back to Room 211. Use the telephone on the table and dial 83185. Ask for a Sex Change hearing date.
- C. Fill in the hearing date on Form 2. Post Form 2 on the “IDENTITY CHANGE POSTINGS” BULLETIN BOARD in Room 211. This form must remain posted for at least fourteen (14) full days prior to the hearing.

**YOU MAY NOW LEAVE THE COURTHOUSE. YOU WILL RETURN
ON YOUR HEARING DATE.**

(Second Visit to Courthouse B on the Hearing Date)

- STEP 3 A. Remove Form 2 (NOTICE OF SEX CHANGE HEARING) from the bulletin board in Room 211.
- B. Complete the AFFIDAVIT OF POSTING NOTICE OF SEX CHANGE HEARING (Form 3) and sign it in front of the Family Law Clerk in Room 211. Remember to bring proper valid photo identification with you for this

purpose.

- STEP 4
- A. Complete the GENERAL JUDGMENT of SEX CHANGE (Form 4). Leave the following spaces blank: Judge's signature line and date. At the hearing, the Judge will decide whether there is any reason not to sign it. This form must be completed before you go to your hearing. Take forms 2, 3, and 4 to the court hearing. The Family Law Clerk in Room 211 will direct you to the appropriate courtroom.

After your court hearing, the judge will keep forms 2, 3, & 4 and instruct you to return to Room 211 to complete the process.

- STEP 5
- A. After your hearing, complete the NOTICE OF GENERAL JUDGMENT (Form 5).
 - B. Post Form 5 on the Identity Change Postings bulletin board in Room 211. (The Board is clearly marked.)
 - C. Fill out the AFFIDAVIT OF POSTING NOTICE OF GENERAL JUDGMENT (Form 6). Sign this in front of the Family Law Clerk in Room 211. Remember to bring proper photo identification with you for this purpose. The Family Law Clerk will keep Form 6 and file it with the court.

IF YOU WANT MORE THAN ONE COPY OF YOUR JUDGMENT, PAY THE COURT CASHIER FOR THEM. EACH CERTIFIED COPY IS \$5.00.

(After Leaving the Courthouse)

- A. A certified copy of your General Judgment of Sex Change will be mailed to you within one week of your hearing.
- B. You can use a certified copy of your General Judgment of Name and Sex Change as official proof of the changes for public agencies or as you might otherwise need.

Providing a copy to The Center for Health Statistics, P.O. Box 14050, Portland, OR 97239-0050, to change your birth certificate will be useful only if you were born in Oregon. If you were born in another state, you will need to contact that state to find out that state's requirements. Oregon Vital Statistics website info is available at:

<http://public.health.oregon.gov/BirthDeathCertificates/ChangeVitalRecords/Pages/CourtOrderNameChange.aspx>

FORM 1

IN THE CIRCUIT COURT OF THE STATE OF OREGON For Multnomah County

In the Matter of the Change of Sex of:

Your Name -- Last, First, Middle **Petitioner**

Case : _____

PETITION FOR SEX CHANGE

I request a General Judgment changing my sex from male to female female to male.

I have undergone surgical, hormonal, or other treatment appropriate for me for the purpose of gender transition. Sexual reassignment has been completed.

I was was not born in Oregon.

I also request that a hearing be scheduled with the court, concerning my Petition. I am age 18 or older and reside in Multnomah County.

Petitioner's Signature

Address (or contact address)

City/State/Zip Telephone Number

State of Oregon)
County of Multnomah) ss.

I, _____, being first sworn on oath, do hereby declare that I am the Petitioner in this case. I have read this Petition. The statements in the Petition are true.

Petitioner's Signature

Subscribed and sworn to before me this _____ day of _____, 20 _____.

Court Clerk/Notary Public for Oregon
My commission expires: _____

FORM 2

IN THE CIRCUIT COURT OF THE STATE OF OREGON For Multnomah County

In the Matter of the Change of Sex of:

Case : _____

Your Name -- Last, First, Middle **Petitioner**

NOTICE OF SEX CHANGE HEARING

Based upon the Petition filed in this case, this Court will consider the sex change request of the Petitioner on the _____ day of _____, 20 __, at _____ a.m. in Room 211 of the of the Multnomah County Courthouse, located at 1021 SW 4th Ave., Portland, Oregon.

This written notice of the time, place, and purpose of this hearing is being posted in a public place located in Multnomah County, Oregon, for at least fourteen (14) days prior to the hearing, beginning on _____ (*today's date*), and ending on _____ (*date of hearing*).

This posting shall be filed as proof before the hearing.

Dated this _____ day of _____, 20 ____.

Signature of Petitioner

FORM 3

IN THE CIRCUIT COURT OF THE STATE OF OREGON For Multnomah County

In the Matter of the Change of Sex of:

Your Name -- Last, First, Middle **Petitioner**

Case : _____

**AFFIDAVIT OF POSTING NOTICE OF SEX
CHANGE HEARING**

State of Oregon)
County of Multnomah) ss.

I, _____ being first duly sworn, do hereby declare:
Your Name

I posted the Notice of Sex Change Hearing (Form 2) on the Multnomah County
Courthouse Bulletin Board, where it remained posted for at least the number of days required
by law, beginning on _____, 20____, and ending on _____,
20____. *Date Notice Posted* *Today's Date*

The Notice of Sex Change Hearing (Form 2) provided written notice of my petition to
change my sex and included the date, time, location, and purpose of the hearing. The Bulletin
Board where the notice was posted is located on the second floor of the Multnomah County
Courthouse, in Room 211, at the following address: 1021 SW 4th Avenue, Portland, Oregon.

Petitioner's Signature

Subscribed and sworn to before me this _____ day of _____, 20 ____ .

Court Clerk/Notary Public for Oregon
My commission expires: _____

FORM 4

IN THE CIRCUIT COURT OF THE STATE OF OREGON For Multnomah County

In the Matter of the Change of Sex of:

Case : _____

Your Name -- Last, First, Middle **Petitioner**

GENERAL JUDGMENT OF SEX CHANGE

Based on the Petition, and the court finding that proper notice to interested parties has been given; that the above-named person has undergone surgical, hormonal, or other treatment appropriate for this person for the purpose of gender transition; that sexual reassignment has been completed; and that no person has shown cause why the requested General Judgment should not be granted,

IT IS HEREBY ORDERED AND ADJUDGED:

The sex of _____ is hereby changed
Name - Last, First, Middle

from male to female female to male. Notice of this legal change shall be posted in a public place in Multnomah County as required by law.

This person was born in Oregon. The sex on the record of live birth maintained by the State Registrar for the Center for Health Statistics must be changed.

DATED this _____ day of _____, 20 ____ .

Circuit Court Judge

Name

Address (or contact address)

City, State, Zip Telephone

Number of Certified Copies of the Sex Change Judgment requested: _____

FORM 5

IN THE CIRCUIT COURT OF THE STATE OF OREGON For Multnomah County

In the Matter of the Change of Sex of:

Case : _____

Your Name -- Last, First, Middle **Petitioner**

NOTICE OF GENERAL JUDGMENT OF SEX CHANGE

TO ALL INTERESTED PERSONS:

This notice is posted to advise all persons that a General Judgment of Sex Change was signed in this case on the date below. This Judgment changed the Petitioner's sex.

Date of posting: _____, 20 _____.

Signature of Petitioner

FORM 6

**IN THE CIRCUIT COURT OF THE STATE OF OREGON
For Multnomah County**

In the Matter of the Change of Sex of:

Case : _____

Your Name -- Last, First, Middle **Petitioner**

**AFFIDAVIT OF POSTING NOTICE OF SEX CHANGE
JUDGMENT**

STATE OF OREGON)
County of Multnomah) ss.

I, _____ being first duly sworn, do hereby declare:
Your Name

On _____ (*date*) , I posted notice of the signing of the
General Judgment of Sex Change in this case. I posted this notice on the Multnomah County
Courthouse Bulletin Board, located in Room 211 on the second floor, at the following address:
1021 SW 4th Avenue, Portland, Oregon.

Signature of Petitioner

Subscribed and sworn to before me this _____ day of _____, 20 ____.

Court Clerk/Notary Public for Oregon
My commission expires: _____