



**Professional Regulation Commission**

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

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

I, \_\_\_\_\_ of legal age, married, born  
 on \_\_\_\_\_ at \_\_\_\_\_ and a resident of  
*(Date of birth) (Place of birth)*  
 \_\_\_\_\_ do hereby apply for change of name due  
*(Permanent mailing address)*

1 ½ X 1 ½  
 PICTURE

to marriage in the records of the Board for \_\_\_\_\_ and the Commission.

**Name to Appear** *(Profession)*

	<b>FROM (Maiden Name)</b>	<b>TO (Married Name)</b>
<b>LAST NAME</b>		
<b>FIRST NAME</b>		
<b>MIDDLE NAME</b>		

I took and passed the examination given by the Board in \_\_\_\_\_ and was  
*(Month and 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.

<b>Date Accomplished</b>	<b>Signature (Maiden Name)</b>	<b>Signature (Married Name)</b>
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<b>Affix Docs Stamp (WINDOW M)</b>	<b>Administering Officer:</b>
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**DO NOT FILL THIS PORTION VERIFICATION**

<b>(1) REGISTRATION DIVISION (WINDOW 27)</b>	<b>(2) RECORDS SECTION (WINDOW H)</b>
<b>Registered Name:</b>	<b>Name in the Master List</b>
<b>Profession</b>	<b>Exam Taken/ Date/ Rating</b>
<b>Date of Birth</b>	<b>Date of Birth                      Verified by:</b>
<b>Reg. No.                      Reg. Date</b>	<b>CASH SECTION (payment of fees)</b>
<b>Last Year Paid:</b>	<b>(a) STATUTORY FEE</b>
<b>Assessment of Fees</b>	O.R NO. _____ Date _____
_____	Amount Paid _____
_____	<b>(b) RENEWAL/ DUP. ID FEE</b>
_____	O.R NO. _____ Date _____
<b>Verified by:</b>	

**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 and under oath
2. Original and Photocopy of your Marriage Contract duly issued by the National Statistics Office
3. 2 pieces Passport-sized ID picture in white background with full name tag.
4. Statutory fee of P225.00
5. Metered documentary stamp
6. Photocopy of PRC ID

**PROCEDURES:**

1. Fill out this **Petition Form, and have it notarized.**
2. Proceed to **WINDOW 27, Registration Division** (Ground Floor, Main Bldg. for verification of your registered names and assessment of fees).
3. Proceed to any **Cashier Windows** for payment of fees.
4. Bring the documents to **Window H, Records Section**, (Ground Floor, Annex Bldg. for verification of Examination Records).
5. Go to the **Window M, Customer Service**, near Records Division for metered documentary stamp.
6. Submit duly accomplished Petition Form to the **REGULATIONS OFFICE**. (2<sup>nd</sup> Floor, Main Building). Petition Form should be accompanied with a Certified True Copy of your Certificate of Marriage in NSO security paper. **Should there be any discrepancy** on the entries of the Certificate of Marriage and verifications, submit a Certificate of Live Birth in NSO security paper.

**REMINDERS:**

- For those professionals applying for any **CORRECTION/S, REVERSION AND RE-MARRIAGE**, the **Petition for Correction of Data/Entry Form shall be accomplished**, please be advised to proceed directly to the **REGULATIONS OFFICE**, 2<sup>nd</sup> floor, Main Bldg. for assistance.
- Always bring the Original Copies of the required NSO documents for validation and further verification.
- You may visit the PRC Website ([www.prc.gov.ph](http://www.prc.gov.ph)) for verification of your petition status, once amended, you may claim your PRC ID Card.