

Kathy S. Schroeder
Prothonotary & Clerk of Courts of Potter County
Commonwealth of Pennsylvania

Potter County Courthouse
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INSTRUCTIONS RE: NOTICE TO RESUME PRIOR SURNAME FORM

1. Please complete and sign the attached form **in front of a Notary Public prior to mailing it back to my office**. The name you resume **MUST BE** the name that you have legally used in the past such as your maiden name or a prior married name.

2. Return the notarized form to the address listed above **with a self-addressed stamped envelope and a money order for \$10.00 MADE PAYABLE TO: Prothonotary.** You will receive one (1) certified copy of the Notice to Resume Prior Surname by return mail if you have included the self-addressed stamped envelope for us to return to you.

NOTE: If a Notice to Resume Prior Surname is filed more than one (1) year after the date of divorce decree the fee is \$20.00.

3. If you need additional certified copies of the Notice to Resume Prior Surname they may be obtained at any time at a cost of \$10.00 each.

4. You are responsible for notifying all government agencies such as Social Security and your state driver's license department of your new name. you are also responsible for notifying all your social and business related contacts.

5. If you have any questions, please call the number listed above.

IN THE COURT OF COMMON PLEAS OF POTTER COUNTY, PENNSYLVANIA

CIVIL DIVISION

Plaintiff

vs.

File No. _____

Defendant

IN DIVORCE

NOTICE TO RESUME PRIOR SURNAME

Notice is hereby given that the Plaintiff/Defendant in the above-matter [select one (1) by marking "X"]

_____ prior to the entry of a Final Decree in Divorce,

or _____ after the entry of a Final Decree in Divorce dated _____,

hereby elects to resume the prior surname of _____,

and gives this written notice avowing her intention pursuant to the provisions of 54 P.S.

§ 704.

Date: _____

Signature

Signature of name being resumed

COMMONWEALTH OF PENNSYLVANIA }

COUNTY OF _____ }

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared the above known individual, known to me to be the person whose name is subscribed to the within document and acknowledged that she executed the foregoing document for the purpose therein contained.

In Witness Whereof, I have hereunto set my hand and official seal.

Notary Public