

Papers Please!

*A Practical Guide for
Changing Name and
Gender Marker on
Identification Documents*

Miami-Dade County, FL Edition

Diana Michelle O'Brien

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Gender Marker on Identification Documents*

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INTRODUCTION

At some point, many transgender people will find that the name they were assigned at birth no longer suits them, and they choose a new name that affirms their gender identity. It is not uncommon to be known by this new name for years before they consider making this change legal. It is a difficult personal decision which impacts family, friends, health, careers and more.

There are many good reasons for pursuing a legal name change, including personal safety, privacy, avoiding problems with various law enforcement agencies, establishing family, travel, employment issues, and eliminating the distress of living with “the wrong name”. Having identity documents that match gender expression is an important part of transition from one’s assigned sex at birth to the sex congruent with experienced gender. With a little courage and perseverance, it is a realistic and attainable goal for most transgender people.

This guide is intended to present a concise overview of the process of changing name and gender marker in Miami-Dade County, Florida, and help transitioning individuals assess their readiness to make these changes. Understanding this process is important for transgender people, as well as their allies in the LGBT community and beyond.

DISCLAIMER: This guide should not be construed to be legal advice, and was not prepared by a legal professional. Every attempt has been made to provide accurate information. No guarantee is made concerning the accuracy of this guide. The reader should do their own research with particular regard to their unique situation and consult with an attorney for legal advice if desired.

READINESS

It goes without saying that the beginning of this process starts well before filing for a name change. There is a journey of self-discovery and acceptance, hopefully but not typically supported by family and friends. This journey may or may not involve medical professionals or mental health counselors. With that said, some practical considerations are listed below:

- Finances – is there enough money available to complete the process?
- Checklist – are all forms gathered, all information collected, all requirements anticipated and met, all accounts and contacts listed?
- Support system – is everything in place to succeed?

CAUTION: There are illegitimate reasons for changing one's name, including fraud, avoiding debt, and escaping the consequences of crimes or court-ordered judgments. It is ill-advised to petition the court for a name change with these motivations.

JUST THE FACTS

How much does it cost?

This is often the first question asked. The answer varies from person to person, but in Florida it typically will run about \$500 to pay for the court filing fee, background check, and updated Driver License. The \$401 court filing fee can be waived if the petitioner (the person filing for the name change with the court) is unable to pay it, but everything else will still need to be paid. There are many other things which may need to be changed too, including passport, vehicle title and registration, professional licenses and more. Changing these may cost as much as another \$500. It is

recommended that \$1,000 be set aside to complete the process of changing one's name.

There are many costs associated with name change. These are common costs as of 5/1/2013:

- Courthouse parking - \$4 to \$10 per visit, three visits likely.
- Name Change Adult packet (purchased from Clerk of Court – Self-Help Program) - \$40.00 (Miami-Dade County)
- Copies of completed packet – approx \$5
- Electronic fingerprinting and background check - approx \$65
- Petition for Name Change filing fee - \$401 (this fee may be waived based on financial need)
- Certified copies of the final judgment - \$1.00 for the certification and \$1.50 per page. At least five certified copies of the final judgment should be purchased. Each agency and organization that will require proof of your name change to change their records.

If an attorney is required, these fees will vary. Discounted legal aid services may be available to those who qualify.

Is an attorney necessary?

Unless the petitioner is a minor, adjudicated incompetent, or a convicted felon, it is probably not necessary to have an attorney – though it never hurts. The petitioner can file the paperwork and represent themselves “pro se” in court. Most adults can petition the court for a name change without an attorney. The process can be somewhat complicated and time consuming. Questions about rights, processes or forms are best answered by an attorney or legal aid.

Can minors change their legal names?

Minors (under age eighteen) that have not been emancipated by the court must have their parent or guardian petition the court on their behalf. The forms and processes for adult name change and minor name change are not the same. It is advisable to consult an

attorney. This manual is not intended for minors to use without parental/guardian supervision or legal counsel.

Are hormone therapy and/or SRS required?

An adult resident of the State of Florida may change their name for any non-fraudulent reason, regardless of hormone therapy or operative status. Also, changing a legal name does not require changing one's gender marker. They are two entirely different processes. The name change requires a court order. The gender marker change requires a special letter from a physician. Criteria for that letter vary depending on which government agency the change is requested from.

What if there is a criminal record?

Name change should not be affected by misdemeanor convictions or traffic citations. Felony convictions may mean that a name change will not be granted by the court. It is advisable to consult with an attorney before filing a petition for name change if there is a felony conviction.

How long does it take?

This varies based on how backed up the court docket is. The court case may take three to six weeks to come up after filing, but will be decided in a few minutes with the judge. Once the Final Judgment is entered and certified copies purchased, the rest of the work begins. Some agencies may require a visit to their office. Others may only need a photocopy or certified copy of the court order mailed to them. An original signed letter from the physician will usually need to be presented to change a gender marker. It may take a month or more to update all identity documents, licenses, and accounts.

There are many government agencies to deal with on a local, state and federal. Each has its own processes and requirements, and the personnel that handle updating information will have varying

degrees of familiarity with these. Patience dealing with these personnel is recommended, and supervisors should be available to help when necessary.

What about changing the gender marker on ID?

Changing gender marker is not a part of a name change. There is a different process for each agency that records gender/sex. To avoid any problems and hold-ups, it is best to change gender markers after successfully updating a name change. Because of the cost, and the ease of processing, a U.S. passport should be updated all at once when possible.

THE LEGAL NAME CHANGE PROCESS

In Florida, a legal name change requires a court order from the Circuit Court for the county where the petitioner (person seeking the name change) lives. Individuals that have had their names legally changed in other states do not need a new court order. Each county Clerk of Courts sets its own processes and fees, but they are generally similar. The process described below is for Miami-Dade County, FL.

Forms

Because court forms and instructions are subject to change, it is advisable to purchase the packet NAME CHANGE ADULT directly from the Clerk of Courts Self-Help Program, rather than relying on forms that may be found online or at local resource centers. As of May 2013, this packet is available at the Lawson E. Thomas Courthouse Center, 175 NW 1st Ave, Suite 2441 (24th Floor), Miami, FL 33128, and costs \$40.00. There are additional forms needed to file for a waiver of the filing fee. The Clerk may also offer a Motions packet for \$25.00, which is probably not needed.

An appointment for meeting with the Self-Help clerk and filing the forms will be set at the time of packet purchase.

Instructions and gathering information

The petition asks for a great deal of information. It is important to gather everything needed before filling out the petition. It is also a good idea to make a blank copy of the pages that must be filed, so you have a master copy in case of mistakes. It is important to read and follow the instructions carefully.

Electronic fingerprinting and background check

Florida requires LiveScan, a special kind of fingerprinting and background check. Most law enforcement agencies no longer provide LiveScan for name changes. For a list of private providers throughout the state, see:

http://www.doh.state.fl.us/mqa/pharmacy/info_Florida_LiveScan_Vendors.pdf.

The petitioner will need to have the provider send the results to the Miami-Dade County Clerk of Courts, and should obtain a copy of the results themselves. They may also need the ORI number for the Clerk of Courts, which is FL923940Z for Miami-Dade County Clerk of Courts.

Providers in Broward County that have been known to provide fast hassle-free service are:

Statutory Fingerprinting & Notary
4121 NW 5th St, Suite 101
Plantation, FL 33317
954-585-8899.
Fee: \$65 as of May 2013

Identico

409 West Hallandale Beach Blvd, Suite 206

Hallandale Beach, FL 33009

www.myidentico.com

Fee: \$54.25 as of May 2013

The petition packet

The Name Change Adult packet contains brief instructions and the forms that need to be completed and/or filed. The petition, cover sheet and hearing notice should be filled out prior to returning for the Self-Help Program appointment. Forms included in the packet are:

- Acknowledgment of Receipt (which is received when packet is purchased)
- Family Court Cover Sheet
- Petition for Change of Name (Adult)
- Notice of Related Cases
- Notice of Final Uncontested Hearing
- Final Judgment for Change of Name (Adult)
- Index of Forms

Two copies of the completed forms should be made.

NOTE: Any papers filed with the Clerk of Courts must be completed and cannot be torn. The Self-Help personnel cannot advise how to fill out the forms, but will highlight anything that must be completed before the petition may be filed.

Filing the petition

The Self-Help clerk will go through the forms and ID documentation at the appointment that was set when the packet was purchased. If anything is incomplete or filled out incorrectly, it may be necessary to schedule another appointment. Once everything is filled out properly and completely, the clerk will stamp the forms and send the petitioner for copies. The petition

may then be filed on the 12th Floor. The filing fee must be paid at this time, unless a waiver request is being submitted.

The hearing date

After receiving the petition and LiveScan results, the court will set a hearing date for the case. The court will then send a Notice of Uncontested Final Hearing in the self-addressed stamped envelope that the petitioner provided. The notice will state the date, time and which courtroom the hearing will be held in.

Final judgment

It is necessary for the petitioner to appear at the hearing in front of the judge that is presiding over the case. The judge will ask several questions to verify that the intent of the petitioner is lawful. Once the judge is satisfied, the Final Judgment will be signed. The petitioner's name is now changed!

Certified copies

Many other agencies are going to need a certified copy of the final judgment in order to change their records and issue new identification documents. This includes the Dept of Motor Vehicles, Social Security, US Dept of State (Passport), and others. Most agencies will only need to see a certified copy to scan or to make a copy for themselves. It is important to purchase enough certified copies of the final judgment from the Clerk of Courts for agencies that want to keep a certified copy. Certified copies are available from the Clerk of Courts either at the time of your final judgment hearing, or any other time you need more copies. As of May 2013, the cost is \$1.00 for certification and \$1.50 per page.

For more information, visit:

<http://www.jud11.flcourts.org/SCSingle.aspx?pid=306#shelpq2>

OTHER IDENTITY DOCUMENTS

Signature

It may seem obvious, but it is necessary to decide how one's signature will look, and practice it beforehand. The signature should have a natural and consistent appearance before signing new forms, paperwork, bank signature cards, and such.

Social Security Record

The Social Security Administration is the next stop for name and/or gender marker changes. It takes a day or two for their database to upload the new information. Afterwards the driver license can be updated. The court order (and physician's letter for gender marker), driver license and Social Security Card form the basis for updating everything else.

To update a Social Security record with a name change and receive a new Social Security Card, form SS-5 must be filled out, proof of identity provided, and a certified copy of the final judgment presented. Documents that SSA accepts as proof of identity include driver license, marriage or divorce records, military records, employer ID card, adoption record, life insurance policy, passport, health insurance card, or school ID. Birth certificates are not accepted as proof of identity, but it is a good idea to bring it even if it has not been updated yet. All documents must be originals or certified copies. An updated or amended birth certificate may be necessary when applying for benefits, and they will keep both the old and new names attached to the Social Security record. The Social Security Number will not be changed.

Although a Social Security Card does not show gender, the SSA does record gender. To change a gender marker on a Social Security record, form SS-5 must be filled out, proof of identity provided, and a physician's letter verifying the completion of sex reassignment surgery. Some other federal agencies have policies in

line with the current WPATH Standards of Care, which require “appropriate clinical treatment for transition to” the experienced gender, not “sex reassignment surgery”. Physician’s letters that follow the guidelines of the U.S. Department of State for changing gender marker on a passport (not requiring SRS, just appropriate clinical treatment; see link below in passport section) do not meet Social Security’s criteria for changing gender markers. However, such letters have been accepted on occasion.

SSA does not charge a fee to change a name or gender marker on a Social Security record, or to issue a new card. Applications are accepted in person or by mail at a local Social Security Office. The new Social Security card should be mailed within two weeks.

It is necessary to have the legal name change completed on the Social Security record, since many other agencies will be unable to process name changes that have not been updated on the SSA database. This is especially true for a Florida Driver License. There have been mixed reports of success changing gender marker on a Florida Driver License prior to changing the Social Security record, and it is unclear whether a gender mismatch in SSA’s database will block the Division of Driver Licenses’ computer from accepting the change.

For more information, see:

http://ssa-custhelp.ssa.gov/app/answers/detail/a_id/315/~/change-a-name-on-a-social-security-card

http://ssa-custhelp.ssa.gov/app/answers/detail/a_id/1667/kw/change%20gender

Florida Driver License or Identification Card

Florida law requires any change of name or address to be updated within 10 days. To change a name on a driver license, a certified copy of the final judgment must be presented at any local driver license office. A replacement license fee of \$25 will be charged. The State has new identity documentation requirements which

must be met in addition to presenting the court order. Check the state's website <http://www.gathergoget.com/> for details. The Social Security record must have been updated at least 48 hours before updating a driver license, as the Division of Driver Licenses system cross-checks with SSA and will block an update if SSA does not have the new name updated in the database.

A gender marker may be changed on a Driver License if the individual is undergoing appropriate clinical treatment for gender transition to the new gender. The attending physician must provide a medical certification letter. As of 5/29/2012, the Division of Driver Licenses requirements are:

“A customer requesting a gender different from what appears on the driver license or identification card must provide a signed original statement, on office letterhead, from the attending medical physician (internist, endocrinologist, gynecologist, urologist or psychiatrist). This medical certification must include all of the following items:

1. Physicians full name
2. Medical license or certificate number
3. Issuing state or other jurisdiction of medical license/certificate
4. Drug Enforcement Administration (DEA) registration number assigned to the physician
5. Address and telephone number of the physician
6. Language stating that he/she is the licensed physician for the customer and that he/she has a doctor/patient relationship with the customer.
7. Language stating the customer is undergoing appropriate clinical treatment for gender transition to the new gender (male or female) AND
8. Language stating, “I declare under penalty of perjury under the laws of the United States the forgoing is true and correct.”

Sexual reassignment surgery is not a prerequisite for a driver license or identification card issuance, and such documentation is not needed.

The Department's policy on gender marker change requirements follows standards established by the World Professional Association for Transgender Health (WPATH), recognized as the authority in this field by the American Medical Association."

https://ffdhsmv.custhelp.com/app/answers/detail/a_id/216

It is strongly recommended that a driver license be updated with the legal name change prior to a gender marker change. Although the replacement driver license fee will be paid twice, it saves a great deal of hassle with the Division of Driver Licenses and Social Security Administration.

The Division of Driver Licenses and Social Security Administration have differing criteria for changing gender markers, and it is unclear whether a database cross-check with SSA gender marker records will generate a no-match and block the change on a driver license when the Social Security record for gender has not been changed.

NOTE: A new photograph will be taken each time a change to a driver license is made in person.

Passport

NOTE: Previous transgender name change kits have erroneous or outdated information regarding name change and gender marker change. Always check with the U.S. Department of State for current information. This information is up to date as of May 2013.

If an applicant is a first-time passport applicant: If their name has been legally changed along with all their required identity documents, the process is the same as for all other first-time applicants. If their gender marker has been changed on all required identity documents, the process is the same as for all other first time applicants. If their gender has been changed on none or some but not all of their required identity documents, the process

additionally requires a medical certification of gender transition letter (see below). Use form DS-11.

If an applicant was issued a passport less than 1 year ago, and the applicant's name has been legally changed due to marriage or court order, they must mail: 1) the current, valid U.S. passport, 2) completed form DS-5504, 3) an original or certified copy of a marriage certificate or the government-issued document evidencing the legal name change under federal or state law, 4) one recent color photo 2x2 inches, to the address listed on Form DS-5504. There is no fee for this service unless expedited service is required. Use form DS-5504.

If an applicant was issued a passport more than 1 year ago, and the applicant's name has been legally changed due to marriage or court order, they must mail: 1) the current, valid U.S. passport, 2) completed form DS-82, 3) applicable renewal fee, 4) an original or certified copy of a marriage certificate or the government-issued document evidencing the legal name change under federal or state law, 5) one recent color photo 2x2 inches, to the address listed on Form DS-82. The fee is the same as for adult renewal, \$110.00. Use form DS-82.

If an applicant cannot document their name change through court order or marriage, but can document at least three public records showing date and place of birth that show exclusive use of their assumed name for at least five years, they may apply for a new passport in the assumed name. Use form DS-11.

If an applicant was previously issued a passport and wishes to change their gender marker, the applicant must appear in person at an Acceptance Facility or a Passport Agency with: 1) a current, valid U.S. passport, 2) a completed form DS-11, 3) applicable "First Time" fees, 3) two recent color photos 2x2 inches, 4) a medical certification of gender transition letter (see below). Use form DS-11.

There are two different kinds of passports that may be issued, depending on what the physician's letter certifies about the status of transition.

If the applicant's physician certifies in their letter that the applicant has had appropriate clinical treatment for gender transition to the new gender, a full validity U.S. passport reflecting the new gender will be issued. Appropriate clinical treatment does not require completion of any sex reassignment surgery.

The requirements for a certification of appropriate clinical treatment letter are:

1. Physician's full name;
2. Medical license or certificate number;
3. Issuing state or other jurisdiction of medical license/certificate;
4. Drug Enforcement Administration (DEA) registration number assigned to physician;
5. Address and telephone number of the physician;
6. Language stating that he/she has treated the applicant or has reviewed and evaluated the medical history of the applicant and that he/she has a doctor/patient relationship with the applicant;
7. Language stating the applicant has had appropriate clinical treatment for gender transition to the new gender of either male or female; and
8. Language stating, "I declare under penalty of perjury under the laws of the United States the forgoing is true and correct."

NOTE: If an individual is established in their experienced gender, their attending physician should be encouraged to provide a certification of appropriate clinical treatment letter (see above), and not a transition in progress letter (see below).

If the applicant's physician certifies in their letter that the applicant is in the process of gender transition to the new gender, a two year limited validity U.S. passport reflecting the new gender will be issued.

The requirements for a certification of gender transition in progress letter are:

1. Physician's full name;
2. Medical license or certificate number;
3. Issuing state or other jurisdiction of medical license/certificate;
4. Drug Enforcement Administration (DEA) registration number assigned to physician;
5. Address and telephone number of the physician;
6. Language stating that he/she has treated the applicant or has reviewed and evaluated the medical history of the applicant and that he/she has a doctor/patient relationship with the applicant;
7. Language stating the applicant is in the process of gender transition to the new gender of either male or female; and
8. Language stating, "I declare under penalty of perjury under the laws of the United States the forgoing is true and correct."

An applicant with a current two year limited validity U.S. passport reflecting the new gender may apply for a full validity U.S. passport when their physician provides a certification of appropriate clinical treatment letter. The full validity U.S. passport will be good for the remainder of the full validity period. No additional fee is required. Use form DS-5504.

An applicant with an expired two year limited validity U.S. passport reflecting the new gender that has not completed transition may apply for a new limited validity U.S. passport by submitting a new certificate of gender transition in progress letter with their application. Use form DS-11.

An applicant with an expired two year limited validity U.S. passport reflecting the new gender that has not completed transition may apply for a full validity U.S. passport in their birth gender by submitting a certification under penalty of perjury from a licensed physician who has treated the applicant or reviewed and evaluated the medical history of applicant. Use form DS-11.

Name and gender marker changes may and should be processed at the same time if the applicant is ready for both. It will save a lot of expense. When changing both, use form DS-11.

Department of State passport information may be found at:

http://travel.state.gov/passport/correcting/ChangeName/ChangeName_851.html

http://travel.state.gov/passport/get/first/first_5100.html

<http://www.state.gov/documents/organization/143160.pdf>

1-877-487-2778

Selective Service

According to the Selective Service website, “Individuals who are born female and have a sex change are not required to register. U.S. citizens or immigrants who are born male and have a sex change are still required to register. In the event of a resumption of the draft, males who have had a sex change can file a claim for an exemption from military service if they receive an order to report for examination or induction.”

<https://www.sss.gov/QA.HTM#quest6>

Although men whose sex was assigned female at birth are not required to register with the Selective Service, certain federal benefits such as student loans require proof of Selective Service registration. Men who are 26 years old or older and who did not register may request a Status Information Letter from the Selective Service System showing that there was no requirement to register.

This Status Information Letter can be obtained by submitting the Request for Status Information Letter form, along with documentary evidence of female birth assignment, such as a birth certificate that indicates that the original assigned sex at birth was female. The form and instructions are found at:

<https://www.sss.gov/PDFs/PrinterFriendly/status.pdf>

With or without a Status Information Letter, the benefit agency official handling a case, not the Selective Service, determines

whether it has been shown that the individual was not required to register. The final decision regarding eligibility for a benefit is made by the agency granting the benefit.

<https://www.sss.gov/FSmen.htm>

This information can be found Selective Service System's website at: www.sss.gov.

Birth Certificate

Each state keeps its own birth records for live births that are recorded in the state. Individuals whose birth certificates were issued by states other than Florida should contact the department that handles birth records in the issuing state.

Useful state-by-state information may be found at www.drbecky.com/birthcert.html. A list of state departments for vital records is available at www.cdc.gov/nchs/w2w.htm. Individuals born in Florida may amend their birth certificate for name change and sex reassignment. A "clean record" birth certificate will be issued that does not show former name or gender marker.

If a legal name change was ordered by a Florida court, the Clerk of Court will forward a report of legal change of name to Bureau of Vital Statistics, usually within 30 days. The change of name report will then be attached to the original birth certificate. The Bureau of Vital Statistics will notify the person or their attorney in writing of the amendment, and the fee required. A \$20 fee is required, and includes one certification of the amended record.

If a legal name change was completed in a state other than Florida, a certified copy of the legal name change must be submitted with an Affidavit of Amendment to Certificate of Live Birth (DH430). A \$20 fee is required, and includes one certification of the amended record.

The gender marker on a Florida birth certificate may be amended when a legal name change has been ordered AND sex reassignment surgery has been completed. An odd requirement exists in the Bureau of Vital Statistics internal instructions for “Correction to a Birth Record as a Result of Gender Reassignment Surgery”, based on an interpretation of Florida Administrative Code 64V-1.003

<https://www.flrules.org/gateway/ChapterHome.asp?Chapter=64V-1>.

This requirement states that the gender marker can be changed only if the name that is on the birth certificate is “clearly in conflict” with the gender marker. Because of this, they will process the name change first, and then process the gender marker change, even if they are submitted at the same time.

The gender marker cannot be amended if the name has not been changed. If the new name is not “clearly in conflict” with gender, they may not process the gender marker change. If the birth certificate was previously amended with a legal name change, only the requirements for gender marker change must be met. The requirements are:

- Birth record must be amended with legal name change (at same time or previously)
- Complete Affidavit of Amendment of Certificate of Live Birth (DH430)
- Submit documentary evidence of completion of sex reassignment surgery. Suggested documents include medical records or a notarized letter from patient’s physician who performed the surgery with:
 - A. Statement indicating that the patient has completed sexual reassignment surgery in accordance with appropriate medical procedures
 - B. Statement that the surgery is irreversible
 - C. Statement of the new sex of the patient
 - D. Physician’s medical license number

- Photocopy of person's photo identification
- \$20 fee (check or money order)

For individuals born in Florida, contact:

Bureau of Vital Statistics

904-359-6900 x9005

VitalStats@doh.state.fl.us

Bureau of Vital Statistics

Attn: Corrections Dept.

P.O. Box 210

Jacksonville, FL 32231-0042.

NOTE: Each correction by itself requires a \$20 fee. If the request for both corrections is made at the same time, the fee is only \$20. If the request for both corrections is made at the same time, and two \$20 fees (\$40) are paid, they will keep the extra \$20 and process the corrections separately.

Florida GED

As of September 1st, 2011, the Florida Department of Education policy is that changes will no longer be made to a State of Florida High School Diploma (GED) unless there was an error. However, they make case-by-case exceptions. The GED Office recognizes transition-related legal name changes as a qualifying exception.

To request a copy of a diploma with a new name, contact the GED Office directly at 850-245-0449. They will need a fax or e-mailed scan of the court order to update their record. Once the record is updated, a copy of the GED can be obtained by completing the instructions found at <http://ged.fldoe.org/diploma.asp>.

OTHER DOCUMENTS AND ACCOUNTS

There are many other documents and accounts that will need to be updated after a legal name change or gender marker change. These may include:

- Professional licenses (name)
- Professional associations and credentials (name)
- High school and college diplomas (name)
- Training certificates (name)
- Continuing education (name)
- Bank and investment accounts (name & gender)
- Titles of ownership and vehicle registrations (name & gender)
- Utility and service accounts (name & gender)
- Credit Cards (name & gender)
- Doctors and pharmacies (name & gender)
- Voter registration (name & gender)
- Contracts (name)
- Student loans (name & gender)
- Leases and mortgages (name)
- Insurance policies (name & gender)
- Letters of reference (name)
- Others

It is helpful to list everything by priority of urgency, and keep records of which businesses and agencies have been notified and updated. Finishing this process may take a couple months. Getting these things changed helps enable transgender persons to live and work without the constant need to explain person history.

Each business and agency will have their own processes and requirements. Keeping a record of these and sharing personal experience will help others who undertake their own transition.

ACKNOWLEDGMENTS

I would like to recognize the contributions the National Center for Lesbian Rights and Equality Florida for their work in producing the original *Florida Name Change Kit* which was a valuable resource while writing this new guide, and the TRUE Group for providing a narrative of one person's navigation of the Miami-Dade Clerk of Courts name change process.

I would also like to acknowledge the many contributions and continuing work of trans people and our allies to advance public policies that remove barriers to living in our experienced and affirmed gender.

ABOUT THE AUTHOR

Diana Michelle O'Brien is an amateur naturalist, HIV/AIDS counselor, community advocate, activist, consultant and freelance writer on issues of transgender life and public policy. When she began transitioning in 2010, she put her more than two decades of experience as an environmental and civic activist to work for the transgender community. Diana has served on many board and associations, and is currently a member of the T-House/THIA Advisory Board and the Miami-Dade HIV/AIDS Partnership Prevention Committee Transgender Workgroup. She also directs the South Florida Transgender & Intersex ConX, a social club for all trans-identified and intersex people in South Florida. She currently lives in Wilton Manors, FL and can be reached at diana.obrien.ftl@gmail.com.

More than sixty years after Christine Jorgensen's gender confirmation surgery made front-page news, transgender and especially transsexual people still struggle to find their way through a maze of confusing government departments, agencies and offices – each with differing requirements – to establish legal identities which match their experienced gender. Many barriers are still in place that make it difficult and sometimes impossible to obtain matching identity information on all forms of identification. Overcoming these barriers empowers trans* people to establish themselves legally in their experienced gender, and helps to avoid unnecessary hardships brought on by document mismatches and the revelation of personal medical history in inappropriate settings. *Papers Please! A Practical Guide for Changing Name and Gender Marker on Identification Documents* provides a concise overview of the process of changing name and gender marker in Miami-Dade County, Florida.

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