

Name and Gender Marker Change: Vermont Quick Reference Guide

Transgender ID Project



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ABOUT THE TRANSGENDER ID PROJECT

The Transgender ID Project is a resource for transgender people living in New England seeking to update their legal name and gender marker on federal and state documents. It is a joint project with GLBTQ Legal Advocates & Defenders (GLAD Law), Ropes & Gray LLP, and Goodwin Procter LLC. Visit us online at GLADLaw.org/ID.

ABOUT THIS GUIDE

This guide was created as a legal resource for transgender and non-binary people who want to change their name and/or gender marker on state and federal identity documents (IDs). In most cases, you do not need to work with an attorney to update your IDs. However, if your situation requires legal assistance, we may be able to pair you with an attorney from Ropes & Gray LLP or Goodwin Procter LLP pro bono (without legal fees).

This guide is meant to be a starting point for you, and in many cases it may be all you need to complete the process. For more complicated situations, like if you have a criminal record or are a minor with a parent who does not consent to your desired changes, more detailed assistance from an attorney may be needed.

If you have questions, you can reach out to the ID Project through GLADLaw.org/ID. There is no charge for this service, although you may still be responsible for any fees associated with changing IDs. Because of high demand, however, it can sometimes take two months or more to match you with a lawyer. Thanks for your patience!

This guide is intended to provide general information only and does not constitute legal advice. The provision of this guide does not create an attorney-client relationship. The guide provides the most common forms used to complete the name change and gender marker change process. Before each form, you will find information about the form and tips for filling it out. Please note that not every section or every form applies to your situation – you will need to read carefully to understand which forms you will need.

This guide was last updated in February 2026.

The order in which you update your ID documents, or whether you decide to change some but not all of them, is flexible, but we generally recommend that you change your documents in this order:

1. Name change through local probate and family court (name only)
2. Social Security Card (name and gender, as applicable)
3. US Passport (name and gender, as applicable)
4. Driver's License or State ID Card (name and gender, as applicable)
5. Birth Certificate (name and gender, as applicable)

Once these documents are updated, it is generally easier to change other documents, such as records with employers. Most of those documents can be changed administratively with a simple phone call, but there are certain documents, particularly marriage certificates or children's birth certificates, that may require additional assistance from an attorney.

A NOTE ABOUT NON-BINARY GENDER MARKER CHANGES:

You may choose to have a non-binary gender marker on identifying documents. If you are interested in using a non-binary gender marker, we recommend that you speak to an attorney before making this change. Not all identity documents, including federal documents like social security records and US Passports, currently let you use a non-binary gender marker. Therefore, there may be challenges if you have only state documents showing non-binary gender markers. An attorney will be able to help you understand the potential implications and how to manage them.

We understand that the steps for changing your name and gender marker may feel overwhelming. We also know that this process is not always a smooth one – government offices can make mistakes or ask questions that may be confusing. If you run into any issues along the way, please reach out to us at GLADLaw.org/ID. We are here to support you. However, if this guide provides you with the resources that you need to complete the process on your own, we wish you all the best.

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GLOSSARY

Affidavit

A sworn, signed statement. Affidavits must always be truthful and accurate.

Certified Long-Form Birth Certificate

A certified copy of your birth certificate will have the official state registrar's raised, embossed, impressed, or multicolored seal and the registrar's signature. Long-form means the birth certificate includes all of the information included in your certificate at birth, including parent(s) names, date filed, etc. You can order a certified copy of your long-form birth certificate through the [Department of Health website](#).

Notarize

Having a document notarized means it is signed by you in the presence of a notary public who verifies that you are the person signing the document. A notary public is someone who is certified to witness the signing of important documents and make sure they are signed willingly. [Find a notary public in your community](#).

Waive

When a court "waives" a requirement, it means you do not have to meet it. For example, if you show that you cannot afford to pay court fees, the court may waive the cost, meaning you do not have to pay.

PETITION FOR NAME CHANGE MATERIALS: ADULTS (18 AND OLDER)

Required Documents:

- [Petition of Adult to Change Name Form](#)
- You may be required to also file a certified copy of your birth certificate and a copy of a photo ID, such as a driver's license or passport. Check with the court where you are filing for their requirements.

Optional Documents:

- If you are unable to pay the required fees, you may qualify for a waiver and can file an [Application to Waive Filing Fees & Service Costs](#).

Where and How To File:

- Completed documents can be filed in-person, by mail, or by email with the Probate Division of the Superior Court in the county where you live ([15 V.S.A. § 811](#)).
 - Check with the court that you are filing with to see if they require a birth certificate and copy of a photo ID.
 - [Find the court location](#).
- **Note:** If your name appears on the Sex Offender Registry, you will not be permitted to change your name unless the Probate Court finds a compelling reason ([15 V.S.A. § 817](#)).
- The court will schedule a hearing with a judge. You will receive notice of the hearing by mail.

- The court will issue a Name Change Decree if they approve your petition. You can then use this decree to change your other documentation.
 - You can request a copy of the Name Change Decree by filing a [Request for Access to Court Record Form](#) with the court that held your hearing.
 - Note: for “Case Name” write “In re First Name Last Name (formerly Old Name)” and for “Case Type” write “Name Change.” [Find more information](#) on this process.
 - There is no publication requirement in Vermont.

Note: You are required to notify the Vermont DMV within 30 days of a name change.

Fees:

- The current name change fee is \$150. Vermont offers a fee waiver for those that submit a fee waiver form and demonstrate need.
- The most up-to-date information about Vermont name change requirements is available on the [Vermont Judiciary website](#).

PETITION FOR NAME CHANGE MATERIALS: MINORS (17 AND YOUNGER)

Required Documents:

- If both parents consent: one parent must act as petitioner and fill out the [Petition of Minor to Change](#) name form.
 - The other parent must sign the Non-Petitioning Parent consent section of the form
- If one or both parents do not consent: fill out the same Petition of Minor to Change name form
 - You must provide the name and address of both parents. If an address of either parent is unknown, you must describe the efforts you made to find the address in a [General Affidavit](#).
 - You must provide proof of service of the Petition of Minor to Change name form and fill out a [Certificate of Service](#) form that explains how you served any non-consenting parent.
 - **Note:** See below for steps if unable to serve a non-consent parent.
- All: If over 14 years old, the minor must consent to the name change and sign the minor consent section of the Petition ([15 V.S.A. § 812](#))
- You may be required to also file a certified copy of your birth certificate and a copy of a photo ID, such as a driver's license or passport. Check with the court where you are filing for their requirements. You can find [court locations online](#).

Optional Documents:

- If you are unable to pay the required fees, you may qualify for a waiver and can file an [Application to Waive Filing Fees & Service Costs](#).

Where and How To File:

- Completed documents can be filed in-person, by mail, or by email with the Probate Division of the Superior Court in the county where you live ([15 V.S.A. § 812](#)). Learn more about [filing procedures](#).
 - Check with the court that you are filing with to see if they require a birth certificate and copy of a photo ID.
 - [Find the court location](#).
- If one or both parents do not consent, you must serve a copy of the Petition to Change Name of Minor form on the non-consenting parent.
 - You can serve the form by certified mail with a return receipt or pay a sheriff to serve the non-consenting parent.
 - You must provide proof of the service (e.g. the return receipt) and file a Certificate of service form with the court.
 - If you cannot serve a non-consenting parent, you can request to serve them by publication in a newspaper. You must fill out the [General Motion – Probate form](#) to request this type of service. You will also file a [General Affidavit – Probate form](#) to explain your efforts to serve the parent.
- The court will schedule a hearing with a judge. You will receive notice of the hearing by mail.
- The court will issue a Name Change Decree if they approve your petition. You can then use this decree to change your other documentation.

- You can request a copy of the Name Change Decree by filing a [Request for Access to Court Record Form](#) with the court that held your hearing.
- **Note:** for “Case Name” write “In re First Name Last Name (formerly Old Name)” and for “Case Type” write “Name Change.” [Learn more.](#)
- There is no publication requirement in Vermont.

Fees:

- The current name change fee is \$150. Vermont offers a fee waiver for those that submit a fee waiver form and demonstrate need.
- For a copy of your court order, the fee is a minimum of \$1 (25¢ per page) and \$5 for a certified copy.
 - **Note:** You may need certified copies of this order to update other documentation.
- The most up-to-date information about Vermont name change requirements is available on the [Vermont Judiciary website](#).

SOCIAL SECURITY CARD

The practical impacts of the January 20, 2025, "gender ideology" executive order are evolving. GLAD Law will provide the most up-to-date information we have on our [Identity Documents Updates](#) page.

About This Form:

The [SS-5 Application for a Social Security Card form](#) is used to change your name on your Social Security record. Please note that your card only lists your name; gender markers are stored in a computer file.

Required Documents To Change Your Name:

- Name Change Order

Submitting This Form:

- We recommend submitting this form and the required documents in person at your local Social Security office.
- If you choose to mail the documents, [find the address](#) for your local office.
- For more information, visit the [Advocates for Trans Equality website](#).

Visit the [ID Project's Social Security page](#) to learn more.

US PASSPORTS

The practical impacts of the January 20, 2025, "gender ideology" executive order are evolving. GLAD Law will provide the most up-to-date information we have on our [Identity Documents Updates](#) webpage.

The process for updating your US passport varies depending on several factors.

If you are only **changing your name and already have a valid US passport** that was issued more than a year ago, you can apply by mail with a **DS-82 form**.

If you fit into **any of the criteria below**, you must apply in person with a **DS-11 form**.

- You are changing your gender marker OR
- You are changing both your name and gender marker OR
- You do not have a valid US passport OR
- Your current US passport was issued before you were 16 years old OR
- Your current US passport is more than 15 years old

If you are changing your name with the DS-82 form, you will need:

- A completed [DS-82 US Passport Renewal Application for Eligible Individuals](#)
- Your current, unexpired passport
- A certified copy of your name change order
- A recent color photo of yourself. [Review the photo requirements.](#)
- Applicable fee: Personal check or money order for \$110 made out to the "US Department of State."

Submitting your DS-82 form and documents:

- The DS-82 and supporting documents can be mailed to the address listed on the form.
 - You must mail your application and accompanying documents through the United States Postal Service – not UPS, FedEx, or other companies. Once your application has been submitted, you can [track your application status online](#).

- Supporting documents will be mailed back to you after they are processed.
- Processing usually takes 3-4 months. If you need it sooner, consider using expedited service (additional fee applies).

If you are changing your gender marker or name with the DS-11 form, you will need:

- A completed [DS-11 US Passport Application](#)
- Proof of US citizenship, such as a birth certificate. You will need an original or certified copy **and** a photocopy. The photocopy will not be returned to you.
- A valid photo ID **and** a photocopy of the ID, such as a driver's license or government employee ID. If you have already legally changed your name, your ID should reflect that change.
- A recent color photograph (no more than 6 months old)
- Applicable fee: Passport book with standard delivery is \$145.

Submitting your DS-11 form and documents:

- The DS-11 and supporting documents must be submitted in person at a local passport center. Find your [Passport Acceptance Facility](#).

Note about non-binary gender markers:

The State Department allows you to self-select your gender marker on your US passport.

Currently, you only have the option to select "M" or "F," but the State Department is in the process of updating its policy to offer an "X" non-binary gender marker.

After the policy is enacted, we will have more information about the potential legal barriers or challenges people with non-binary gender markers on their passports may face.

Learn more on [the State Department's website](#).

For additional resources, visit the [Advocates for Transgender Equality's website](#).

DRIVER'S LICENSE NAME AND GENDER MARKER CHANGE

You are required to notify the Vermont Department of Motor Vehicles within 30 days of a name change ([23 V.S.A. § 205](#)). To get a new Real ID compliant license, you must update your social security records with the Social Security Administration before applying for a new license.

Name Change:

- Update your social security records with the Social Security Administration if applying for a Real ID compliant license.
- [Name Change/Replacement License form](#)
- Certified copy of name change order
- You must file the name change order and Replacement License form in person at the Vermont Department of Motor Vehicles.
 - **Note:** If you are upgrading to a Real ID, there are additional documents required. Details can be found on the Replacement License form.

Gender Marker Change:

- [Replacement License form](#). This is the same form as the name change form.
- This form can be filed in person, by mail, or online through [the DMV website](#).
 - **Note:** you will need two forms of identification when filing online.

Fees:

- A replacement for a standard Driver's License has a fee of \$24.
- Check the Vermont DMV website for the most up-to-date information about [name change requirements](#) and [gender marker change requirements](#).

BIRTH CERTIFICATE NAME AND GENDER MARKER CHANGE

If you change your name, your new birth certificate will say “court amended” ([15 V.S.A. § 816](#)). Any records related to amending a gender marker on your birth certificate will be confidential ([18 V.S.A. § 5112](#)).

Required Documents:

- [Application to Amend Birth Certificate](#)
- Your birth certificate
 - If you are a minor your parent must present your birth certificate
- Name change decree from the Probate court
- A notarized copy of an [Affidavit of Gender Identity](#) for changing your gender marker
 - **Note:** If you are under 16 years old, you will need a parent or guardian to complete the form.

Where and How To Submit:

- Mail all required documents to the VT Dept of Health, Vital Records, 280 State Dr., Waterbury, VT 05671-8370.
- [Order a certified copy of your birth certificate](#) for \$12 online, or in person with the town clerk or by mail. You will need a valid ID to apply for a certified copy. Non-certified copies are available for no charge.

THANK YOU FOR USING THIS GUIDE.

We hope it has been helpful for you to update your name and/or gender marker on your state and federal IDs.

If you need additional help, please contact the ID Project at GLADLaw.org/ID.

For more information about your rights, contact GLAD Law Answers, GLAD Law's free and confidential legal information line. Visit GLADLawAnswers.org.

If you notice any errors in this guide, please let us know by emailing GLADLawAnswers@GLADLaw.org.



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