



Web: www.mermaidsuk.org.uk

NAME CHANGING - WHO TO NOTIFY

School/college/University
Free school meals
Bus passes/travel passes
Free school uniform
Child benefit
Post Office savings account, or similar.
Income support etc.
Housing benefit/Council tax people
Special clinics/CAMHS
Social housing [they like to know who exactly is living in your home]
BITE card (proof of age for under 18s)
National Insurance Card (automatically generated in birth name around the 16th birthday).

DVLA
Passport Office
Bank
Inland Revenue for tax purposes and National Insurance Card
Building Society
Doctor's
Dentist
Optician
Utility companies for gas, water, electric
Telephone company
Finance and Loan companies
Private Health Company
Sports Clubs/Gym
Employer
Land Registry
Local Authority/Register of Electors
Companies you hold shares in
Pensions Department
Car Insurance
Car Breakdown Cover
Internet Provider
TV licensing office
Mobile Phone contract company
Organisation, clubs and societies



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For the parents of children with additional needs:-

Social services records
Respite service records
School transport
Speech therapy service
Occupational therapy service
Special needs education dept
Nappy service
Carers allowance
DLA
Family fund

Most places will need a copy of the name change document, deed poll etc., and the consent letter.

The name on the Insurance Number can be changed with the change of name document and consent letter however to change a title Mr/Master/Miss/Mrs/Ms they will require a deed poll consent letter and a letter from the GP explaining that the young person lives permanently in their current gender. Without the GP letter, the title will not change and will appear on all documentation. Many parents/carers are not aware of this until the National Insurance Number letter arrives just before the young person reaches their 16th birthday.