



# Change of Name Form

Complete this form to update or correct your professional name as recorded on the register. Please include a certified copy<sup>#</sup> of an official document\* which shows your correct name.

Your professional name is the name under which you are registered and is the name under which you must practice your profession.

**Registration number:**

**Register:**

**Date of Birth:**

Required for security purposes

**Please indicate the reason for this request to update your name:**

Please enter the name below under which you wish to be recorded on the register.

**Professional Forename:**

**Professional Surname:**

**Official documentation\* attached which shows your correct name:**

**Your signature:**

**Date:**

## GUIDANCE

This form is to be used by those who wish to update or correct their professional name as recorded on the register. This could arise where a professional name is incorrectly spelt or where a name is changed following a marriage or where a name is to be restored to that as shown on a birth certificate.

### \*Official Document:

One of the following documents must be provided in support of a request to change the professional name of a registrant before the change will be made to the register. Further documents may be requested if necessary.

- Marriage Certificate
- Birth Certificate
- Deed Poll

### #Certified Copies:

A Solicitor, Commissioner for Oaths, Peace Commissioner or Notary Public must certify that the documents you submit are true copies of the originals. This means that you will have to show the original documents to one of the above. They must include their stamp on the copies to indicate they have been certified. If the certifier does not possess an official seal or stamp, then they must provide a signature and full name and address in block capitals.

### For official use only:

Date Processed:

Initials:

Documentation Scanned/  
Attached:

File onsite/offsite:

Please send this completed form and supporting documentation to:

**Registration Section, CORU, Joyce House, 8 – 11 Lombard Street, Dublin 2, D02 Y729**