



# South Carolina

## STATE LAW ENFORCEMENT DIVISION

P.O. Box 21398  
Columbia, South Carolina  
29221-1398

Henry D. McMaster, Governor  
Mark A. Keel, Chief

WWW.SLED.SC.GOV  
(803) 737-9000

### Name Change Information

1. You must be fingerprinted by a local law enforcement agency. The fingerprint card must be filled out completely.
2. **As specified by Section 15-49-20 of the South Carolina Code of Law: the attached Affidavit must be completed and notarized before submitting to SLED.**
3. Please complete Records Check Name Change Form CJ-054.
4. Twenty-five dollar (\$25.00) fee. PAYMENT MUST BE MADE TO SLED BY BUSINESS CHECK (SOUTH CAROLINA ONLY), CERTIFIED CHECK, CASHIER'S CHECK OR MONEY ORDER FOR THE CORRECT AMOUNT ONLY. \*CASH and PERSONAL CHECKS WILL NOT BE ACCEPTED.
5. You must enclose a self-addressed postage paid envelope or the return of your request(s) will be delayed.

"CRIMINAL HISTORY REPORTS CONTAIN RECORDS OF ARRESTS AND CONVICTIONS MADE BY STATE AND LOCAL AGENCIES IN SOUTH CAROLINA ONLY."

**SLED RECORDS SECTION HAS BEEN CLOSED TO THE PUBLIC SINCE DECEMBER 15, 2008. APPLICATIONS FOR NAME CHANGE MUST BE MAILED TO THE BELOW ADDRESS:**

South Carolina Law Enforcement Division  
P.O. Box 21398  
Columbia, South Carolina 29221  
ATTN: Records



An Accredited Law Enforcement Agency





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### RECORD CHECK NAME CHANGE (Type or Print Clearly in Ink)

ALL NAMES USED (including maiden, nicknames, etc): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

REQUEST NAME CHANGE TO: \_\_\_\_\_

DOB: \_\_\_\_\_

SSN: \_\_\_\_\_

**Twenty-five dollar (\$25) fee. Payment must be made to SLED by business check, certified check, cashier's check or money ORDER FOR THE CORRECT AMOUNT ONLY. \*CASH OR PERSONAL CHECKS WILL NOT BE ACCEPTED.**

**"THIS CRIMINAL HISTORY REPORT CONTAINS RECORDS OF ARRESTS AND CONVICTIONS MADE BY STATE AND LOCAL AGENCIES IN SOUTH CAROLINA ONLY."**

#### SLED USE ONLY

NO RECORD \_\_\_\_\_  
Fingerprint Based S.C. Only

ARREST RECORD \_\_\_\_\_  
Fingerprint Based S.C. Only  
(SEE ATTACHED)

#### SEX OFFENDER REGISTRY

NOT LISTED \_\_\_\_\_

IS LISTED \_\_\_\_\_

**SLED RECORDS SECTION HAS BEEN CLOSED TO THE PUBLIC SINCE DECEMBER 15, 2008.**

**• WARNING! ALTERATION OF THIS DOCUMENT MAY BE SUBJECT TO CRIMINAL PROSECUTION.  
DO NOT ACCEPT THIS FORM UNLESS IT BEARS A RAISED SLED SEAL.**

(CJ-054) 4/20/11



An Accredited Law Enforcement Agency



State of South Carolina )  
 )  
County of \_\_\_\_\_ )

AFFIDAVIT

Personally appeared before me the undersigned, who being duly sworn, deposes and says:

1. I am making the request for a background check and screening statement from the State Law Enforcement Division. I have never been convicted of a crime under a name other than the name(s) \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_.
2. Below are the names I have used; however, I have never been arrested:  
\_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, \_\_\_\_\_.
3. I understand that a person who knowingly and willfully falsifies this affidavit is subject to Criminal punishment as provided by law.

SWORN to and subscribed before me  
This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public for South Carolina  
My Commission Expires: \_\_\_\_\_