



EMPLOYEE NAME CHANGE FORM

Complete online or in dark ink and submit to Human Resources

Please present a copy of your name change form (marriage certificate, legal name change document, birth certificate) along with a piece of ID with your picture to identify yourself to Human Resources.

If you cannot locate your name change document, we will accept two pieces of government-issued ID in your new name.

Previous full legal name (*first, middle initial, last*):

NEW full legal name (first, middle initials, last):

UFV Employee ID #:

Date:

Employee Signature: _____

*To update your UFV email address, please contact the IT Service Desk at **604-864-4610***