



**State of Maine -  
Bureau of Insurance -  
Individual Name Change Form -**

No fee is required to change a name; however, there is a \$10 fee to have a new license issued in your new name.

- Individual Name Change** - complete section 1       **Address Change** - complete section 2
- Requesting a duplicate license in the new name** - complete section 1 and 2, as applicable, and include payment. Please allow three weeks for a license to arrive by mail.
- By Check: Make all checks payable to: Treasurer State of Maine
  - Credit card: please complete credit card authorization form available on our website at: <http://www.maine.gov/pfr/insurance/creditcard.pdf>

**Section 1. Individual Name Change -**

Social Security Number	NPN	Maine License #
Old Name		New Name

**Section 2. Individual Address Change -**

**Business Address**

**Note:** Business addresses may be displayed on our public licensee search.

Business Name		
Street Address or P.O. Box		City
State	Zip Code	E-mail Address
Business Phone Number		Fax Number

**Residence Address**

Street Address		Residence Phone Number
City	State	Zip Code
Email Address		

**Designated Mailing Address**

- Use Business Address  
 Use Residence Address  
 Use the designated mailing address below:

Street Address or P.O. Box		
City	State	Zip Code

**Name** (Person Completing this form): \_\_\_\_\_ **Phone #:** \_\_\_\_\_

Once completed, you may fax the form to: (207) 624-8599 or E-mail to: [insurance.pfr@maine.gov](mailto:insurance.pfr@maine.gov)

**Questions? Contact us at:**

Phone: (207) 624-8475                      E-mail us at: [Insurance.pfr@maine.gov](mailto:Insurance.pfr@maine.gov)