

# Representation Letter for Name Adoption Case

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

To Whom It May Concern,

I, [Your Name], am writing to formally represent [Name of the Person Adopting the Name], herein referred to as "the Petitioner," in their request for a legal name adoption. The Petitioner wishes to adopt the name [New Name] for the reasons outlined below:

- [Reason 1]
- [Reason 2]
- [Reason 3]

The Petitioner has met all the necessary requirements for this name adoption process, and I affirm that this request is made voluntarily and with full understanding of its implications.

Enclosed are the relevant documents supporting this request:

- [Document 1]
- [Document 2]
- [Document 3]

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information or clarification regarding this matter.

Thank you for your attention to this request.

Sincerely,

[Your Name]

[Your Title/Position, if applicable]