

TEXAS STATE BOARD OF PHARMACY  
333 Guadalupe St, 3-600  
Austin, TX 78701  
(512) 305-8000

Pharmacy Technician Name Change

If a name change has occurred within 10 to 60 business days prior to an expiration date, and a registration is eligible for renewal, a request may be processed via email to **Marcie Tapia** at [mailing@pharmacy.texas.gov](mailto:mailing@pharmacy.texas.gov) (waiving the \$20 fee). You must include the current registration number and current name in the subject line of the email, attach as scanned copy of a legal name change document (ie: marriage certificate, divorce decree, court order). Allow 3 to 4 business days for a response to email.

Otherwise, mail a cashiers check or money order for \$20 processing fee payable to Texas State Board of Pharmacy, with a copy of a legal name change document with this form via U.S. Postal Service.

Registration Number: \_\_\_\_\_  
Current Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Contact Phone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
New Legal Name: \_\_\_\_\_  
Reason for Name Change: \_\_\_\_\_

*I affirm that the information provided on this form, and submitted in connection with this form, is true, correct, and complete.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

After this form is received by the Texas State Board of Pharmacy, allow 10 to 15 business days to receive a new certificate in the mail. During that time, monitor TSBP's website to see if name change has been processed at: [http://www.pharmacy.texas.gov/dbsearch/tech\\_search.asp](http://www.pharmacy.texas.gov/dbsearch/tech_search.asp)