



Office of the Assessor

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**OWNER'S REQUEST FOR CHANGE OF ADDRESS**  
**INFORMATION UPDATE**

**\*\*Please Note:** This form must be completed by the OWNER OF RECORD. **It is used specifically, but not solely for tax bills and assessment notices.** Rental contact information should be filed with the Rental Division. The U.S. Post Office does not forward City mail and filing a change of address form with the post office does not change city information.

**PROPERTY INFORMATION:**

Parcel ID #: \_\_\_\_\_

Property Address \_\_\_\_\_

**NEW MAILING ADDRESS:**

**ALL COMPANIES AND LLC'S MUST PROVIDE DOCUMENTATION OF OWNERSHIP/MEMBERS**

Owner/Taxpayer Name: \_\_\_\_\_

Extra Name (Care of): \_\_\_\_\_

Address: \_\_\_\_\_ Ste.# \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

\_\_\_\_\_  
OWNER'S SIGNATURE

\_\_\_\_\_  
(PLEASE PRINT NAME)

\_\_\_\_\_  
(PHONE NUMBER WITH AREA CODE)

**REASON FOR CHANGE:**

\_\_\_\_\_ I AM THE NEW OWNER OF THE PROPERTY (PLEASE ATTACH PROOF OF OWNERSHIP)

\_\_\_\_\_ I OWN THE PROPERTY, BUT I NO LONGER OCCUPY IT

\_\_\_\_\_ I HAVE CONVERTED THE PROPERTY TO RENTAL PROPERTY

\_\_\_\_\_ OTHER (PLEASE EXPLAIN)

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

CHANGE RECEIVED BY: \_\_\_\_\_

DATE: \_\_\_\_\_