



## Mailing Address Change Application

Please fill out all information below to complete a change of address on a property. This form will change the address **only** of all notices that you should receive from the city. This form cannot be used to add or remove names on a property. Legal documentation such as deeds, land contracts, and death certificates are required for such information changes.

### General Information:

Today's Date \_\_\_\_\_

\_\_\_\_\_  
Name of Taxpayer(s)

\_\_\_\_\_  
Phone Number

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

\_\_\_\_\_  
Parcel Number (required)

### Previous Address where notices were sent:

\_\_\_\_\_  
In Care of

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

### New Address where notices are to be sent:

\_\_\_\_\_  
In Care of

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip Code

### Reason for change:

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

\_\_\_\_\_  
Signature of person requesting change