



**REQUEST FOR CHANGE OF
MAILING ADDRESS OR OWNER NAME**

Please note that the Assessors Office cannot change an owner's name or mailing address unless the property owner completes and returns this form. In addition, it is Amherst's policy to mail the tax bill directly to the property owner, and not to any bank, mortgage company, or financial institution. In this way, the property owner becomes aware of any changes to the tax bill. **To prevent unauthorized changes, address name changes cannot be made by telephone.**

Please check one of the following

Date of request: _____

___ New Owner of Real Estate As of date _____

___ New Owner of Personal Property (business) As of Date _____

___ Same Owner

___ New Owner Utility (Water/Sewer) Account# _____

Location of Property: _____

Property Identification: _____
MAP BLOCK LOT

Original mailing address:

Name: _____

STREET: _____

City/St/Zip: _____

New Mailing Address: _____

Please **PRINT** your name

Name: _____

Street: _____

City/St/Zip: _____

Request Submitted by: _____

******(PLEASE PRINT NAME)******

PLEASE RETURN TO THE AMHERST ASSESSORS OFFICE THANK YOU

Assessors Office Use:

Data changed by: _____

Date entered: _____