



**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 signs 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:** \_\_\_\_\_