



Office of Tom J. Bordonaro, Jr., County Assessor

1055 Monterey Street, Suite D360, San Luis Obispo, CA 93408
(805) 781-5643 Fax: (805) 781-5641 Email: Assessor@co.slo.ca.us
www.slocounty.ca.gov/assessor

Assessor's use only:

By _____ Date _____

Change of Mailing Address Request

Property owners are responsible for notifying the Assessor if their mailing address has changed. To avoid unnecessary delays in mail delivery, it is important to update your mailing address with our Office promptly.

Only requests received from an owner whose name appears in the Assessor's records or from an authorized agent (see below) will be accepted for processing.

Please list Assessment Number(s) affected by change:

Note: If there are more than six parcels, please include a separate list.

New mailing address for future assessment correspondence and property tax bills:

Property Owner Name(s): _____

Care Of (c/o): _____

Address: _____

City: _____ State: _____ Zip Code: _____

Property Owner's Signature: _____ **Date:** _____

Print Name: _____ **Title:** _____

Email: _____ **Phone:** _____

Please complete this section if you are an **authorized agent**, or if the property is owned by a **legal entity**.

If you are an **authorized agent** of the property owner, you must provide copies of legal documents OR an Agent Authorization form authorizing you to act as an agent on behalf of the property owner.

If the property is owned by a **legal entity**, you must substantiate yourself as an eligible signer by providing a copy of Operating Agreement, Articles of Incorporation, partnership agreement, etc.

Authorized Agent's Signature: _____ **Date:** _____

Print Name: _____ **Title (POA, Trustee, etc.):** _____

Email: _____ **Phone:** _____