



ASSESSOR

One DesCombes Drive • Broomfield, CO 80020 • 303.464.5819 • www.broomfield.org

## CHANGE OF MAILING ADDRESS REQUEST

Account Number(s)

\_\_\_\_\_

Name \_\_\_\_\_

**If Ownership is an Entity: Print name and relationship**

\_\_\_\_\_

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

New Mailing Address \_\_\_\_\_

\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

Zip \_\_\_\_\_

Telephone \_\_\_\_\_

Authorized Signature \_\_\_\_\_

By signing this form, I understand that all future Notices of Value, Notices of Determination (in case of a protest in value), and Property Tax Notices will be sent to the mailing address above.

For properties not owned in the name of an individual, but in the name of an entity, for example, Trusts, LLC, Partnerships, etc., a Change of Mailing Address Request must be submitted in person or by mail, email, or fax with a signature from the Owner of Record. If someone other than the Owner of Record requests the change, a Letter of Authority or Statement of Authority signed by the owner or owner's representative, e.g., President, Vice President, CEO, or CFO needs to be submitted with the Change of Mailing Address Request.