

Change of Mailing Address Request

City Assessor's Office
135 N. Union Street, Suite 301
Petersburg, Virginia 23803
www.petersburg-va.org/148/City-Assessor

Must be completed by owner of record

Please print or type

Request must be completed by an owner, corporate officer of the entity that owns the property, or authorized agent. Authorized agents will need to provide a copy of a power-of-attorney document or a completed Agent Authorization form available from the City Assessor's Office.

Return by mail: City Assessor's Office
135 N. Union Street, Suite 301
Petersburg, VA 23803 Date _____

OFFICE USE ONLY
Received _____
Processor/Date _____

Return by email: cgreen@petersburg-va.org

EMAIL REQUESTS SHOULD CONTAIN AN IMAGE OF THIS COMPLETED CERTIFICATION WITH ORIGINAL SIGNATURE.

IF COMPLETING BY HAND PLEASE PRINT.

PETERSBURG PROPERTY ADDRESS AND RECORDED OWNERSHIP

Street Address: _____
(If more than one address requires a change, list them together on one form)

Owner of Record: _____

Requesting Party: _____
(Owner, Corporate Officer or Authorized Agent)

NEW MAILING ADDRESS

Street Address: _____

City, State & Zip: _____

Contact phone number & email: _____

CERTIFICATION

I certify that the information contained in this application is to the best of my knowledge both true and correct.

Given under my hand this _____ day of _____, 20_____

Print Name of Owner/Agent

Signature of Owner/Agent