



# REQUEST FOR ADDRESS CHANGE



## NEWBERRY COUNTY ASSESSOR'S OFFICE

P.O. BOX 712, Newberry, SC 29108

Phone: 803-321-2125 option 1

Email: [assessorsoffice@newberrycounty.gov](mailto:assessorsoffice@newberrycounty.gov)

Print out this form, fill out, sign, date and return to the Assessor's Office. **Include a copy of your Gov't issued ID**  
Only the Owner or Owner's Legal representative (with supporting documents) may change the billing address.

### NOTICE: ONLY THE PARCELS REQUESTED WILL BE CHANGED.

If you have Mobile Homes that are on a separate map number (you receive a separate tax bill) you must also change that address.

#### PROPERTY INFORMATION

TAX MAP NUMBER \_\_\_\_\_

PROPERTY LOCATION \_\_\_\_\_  
\_\_\_\_\_

TAX MAP NUMBER \_\_\_\_\_

PROPERTY LOCATION \_\_\_\_\_  
\_\_\_\_\_

Is there a mobile home on this property that receives a separate tax bill? YES  NO

Do you want to change the address of that Mobile home also? YES  NO

If "Yes":

TAX MAP NUMBER \_\_\_\_\_

PROPERTY LOCATION \_\_\_\_\_  
\_\_\_\_\_

#### OWNER NAME(S)

NEW MAILING ADDRESS	CITY	STATE	ZIP

DAY TIME PHONE NUMBER	E-MAIL ADDRESS

**SIGN:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

By signing above, I understand that **ONLY** the addresses of those parcels listed will be changed. If you have other parcels in your name that you wish to change the address **EACH** parcel must be listed on a change form, signed and dated.