

**REQUEST FOR CHANGE OF ADDRESS**  
**(Please Complete Entire Top of Form)**

NOTE: The account MUST be in the name of the owner(s). A copy of the bill may be requested to be sent to the Tenant.

Requested By: \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

**Former (Current) Name/Address:**

**Updated (Corrected) Name/Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Village Street Address (Location):**

W/S Acct # \_\_\_\_\_

\_\_\_\_\_

Tax ID #20. \_\_\_\_\_

**Owner(s) Contact Number (required)**

**Owner(s) Signature (required)**

**FOR OFFICE USE ONLY:**

Entered into FlexiBill:

\_\_\_\_\_  
(Date)

By: \_\_\_\_\_

Entered into Tax Roll:

\_\_\_\_\_  
(Date)

By: \_\_\_\_\_

"The following information is requested by the Federal Government in order to monitor compliance with Federal Laws prohibiting discrimination against applicants seeking to participate in this program. You are not required to furnish this information, but are encouraged to do so. This information will not be used in evaluating your application or to discriminate against you in any way. However, if you choose not to furnish it, we are required to note the race/national origin of individual applicants on the basis of visual observation or surname."

Ethnicity:                      Hispanic or Latino \_\_\_\_\_  
   Not Hispanic or Latino \_\_\_\_\_

Race (Mark one or more):      White \_\_\_\_\_ Black or African/American \_\_\_\_\_  
   American Indian/Alaska Native \_\_\_\_\_ Asian \_\_\_\_\_  
   Native Hawaiian or Other Pacific Islander \_\_\_\_\_

Gender:                              Male \_\_\_\_\_ Female \_\_\_\_\_

We consider applicants for all positions without regard to race, color, religion, gender, national origin, age, marital or veteran status, the presence of a non-job-related medical condition or disability or any other legally protected status.

WE ARE AN EQUAL OPPORTUNITY EMPLOYER

**PLEASE RETURN COMPLETED FORM TO THE VILLAGE CLERK'S OFFICE**  
**(MUNICIPAL BUILDING)**

**425 MARY ST., PO BOX 250, CLAYTON, NY 13624**  
**or e-mail to [clerk@villageofclayton.org](mailto:clerk@villageofclayton.org)**