



# COOS COUNTY ASSESSOR'S OFFICE

250 North Baxter Street, Coquille, Oregon 97423

(541) 396-7900

TDD 1-800-735-2900/FAX 541-396-1027

**JASON CORBUS**

**ASSESSOR**

## CHANGE OF MAILING ADDRESS

Oregon Statute (ORS 308.212) requires property owners to provide the Assessor's Office with written notification of a current mailing address.

To submit a Change of Mailing Address, please complete this form as follows:

1. Enter the Tax Account Number for each property to which the mailing address should be changed.
2. Enter the new mailing address.
3. Print the property owner's name(s).
4. Complete Preparer's Signature section. **Signature is required for processing**

**IMPORTANT NOTICE:** *The signature should be that of the property owner. If signed by other than property owner, or the ownership is under a business name only, the person signing the form must submit documentation showing the authority for the preparer to sign on behalf of the owner.*

I hereby authorize and request that the mailing address be changed on the following tax account(s) and entered on the assessment/tax rolls of Coos County as the true and correct mailing address. **Write additional account numbers on back.**

1. <b>Tax Account Number(s)</b> # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____ # _____				
2. <b>New Mailing Address:</b> Street _____ City/State/Zip _____				
3. <b>Owner's Name(s):</b> _____				
4. <b>Preparer's Signature:</b> (See IMPORTANT NOTICE above) _____ _____ <b>(Print Name)</b>			<b>Preparer check one:</b> [ ] Owner [ ] Other <b>Date:</b> _____ <b>Phone#:</b> _____	

Submit the completed form to: Coos County Assessor's Office  
Attn: Address Change Clerk  
250 N Baxter St  
Coquille OR 97423

Email to: [slindsey@co.coos.or.us](mailto:slindsey@co.coos.or.us)