

Change of Owner's Mailing Address

Return To:

Arlington County Government
Department of Real Estate Assessment
2100 Clarendon Boulevard, Suite 611
Arlington, VA 22201
Fax: (703) 228-3440

Name as it Appears on Tax Bill : _____

Real Property Code No. (RPC) : _____

Property Address: _____

Change Mailing Address To: _____

Print your Name: _____ Title: _____

Signature: _____ Date: _____

Signature of owner(s) required to process

Telephone Number: _____

Provide a daytime telephone number where you may be reached for further clarification or questions.

Note: If change of mailing address request is being submitted by anyone other than the legal owner of the property, it must be accompanied by a Letter of Authorization which must:

- **Be an original document**
- **Identify owner of record, RPC (real property code[s])**
- **State the property address**
- **Be effective for the current tax year**
- **Identify the agent with address and telephone number**
- **Be signed by owner or authorized officer of company including:**
 1. **Notarized signature of an owner on record of the property, or officer, if titled in name of a company, partnership or corporation.**
 2. **The printed or typed name and title**

If you require a change of mailing address for additional parcels, please use the space(s) below.

Real Property Code: _____ Property Address: _____

Real Property Code: _____ Property Address: _____

Real Property Code: _____ Property Address: _____

Complete the requested information and mail or fax this form to (703) 228-3440.