City of Alexandria, Virginia
Office of Real Estate Assessments

Mailing Address Change Form

Return completed form to: Office of Real Estate Assessments
301 King Street, Room 2600
Alexandria, VA 22314
or realestate@alexandriava.gov

Note: This mailing address will remain on file until the property is sold, or until a new address change request is received.

Date: _____________________

Owner(s) Name(s): ________________________________________________________________

Property Address: ________________________________________________________________

New Mailing Address: ______________________________________________________________

__________________________
Signature: ____________________
Signature of owner or authorized representative required to process

Printed Name: ______________________________

Phone Number: __________________ Email: ____________________
Please provide a phone number or email address where you may be reached for further clarification or questions.

If you require a change of mailing address for additional properties, please use the space below:

Property Address: ________________________________________________________________

Property Address: ________________________________________________________________

Property Address: ________________________________________________________________

For Office Use Only:

Account Number(s): __________________
Change Made: Date: ________________ Initials: __________________
Confirmation Sent: Date: ________________ Scanned: __________________

01/10/2022