



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: _____