



DOROTHY JACKS

CFA, AAS

Palm Beach County Property Appraiser

Downtown Service Center
Governmental Center – First Floor
301 North Olive Avenue
West Palm Beach FL 33401
Phone > 561.355.2866
Fax > 561.355.4416
Website > www.pbcpao.gov

REAL ESTATE/TANGIBLE PERSONAL PROPERTY REQUEST FOR CHANGE OF MAILING ADDRESS

FOR YOUR PROTECTION: Only the owner of property or the authorized staff of a company (letter of authorization required) may request a change of mailing address. The correction or change of address must be made in writing – **No address change or correction will be made over the phone.** In addition, any request for a correction or change of NAME must be made in writing to the Palm Beach County Property Appraiser's office.

Please note: All properties under Homestead Exemption must show the address of the property.

Fill in the complete 17-digit Property Control Number for Real Estate Property or the 6-digit Tangible Account Number shown in the upper left hand corner of each "NOTICE OF TAXES" on which an address is to be changed.

PROPERTY CONTROL NUMBER: _____

TANGIBLE ACCOUNT NUMBER: **(For Business or Rental Property only)**

Please check if the physical business location has also changed (FOR TANGIBLE ACCOUNTS ONLY)

PLEASE PRINT OR TYPE ALL INFORMATION

Name: _____

New Address: _____

Printed Name of Owner/Authorized Agent: _____

*Signature: _____ Date: _____

Phone: _____ Email: _____

***NOTE:** This request WILL NOT be processed if there is no signature by the owner or authorized agent; it will be returned to the requesting owner or company.

If you are submitting this change during the month of July, your Proposed Tax Notice, may NOT be mailed to the new mailing address. If you are submitting this change during the month of September, your Property Tax Bill may NOT be mailed to the new mailing address.

Please Return to: Governmental Center – First Floor 301 North Olive Avenue West Palm Beach FL 33401

Tel: 561.355.2866 Fax: 561.355.4416

Revised: 5/25

We Value What You Value > pbcpao.gov

Main Office
Governmental Center
Fifth Floor
301 North Olive Ave.
West Palm Beach, FL 33401
Phone > 561.355.3230
Fax > 561.355.3963

**North County
Service Center**
3188 PGA Blvd.
Suite 2301
Palm Beach Gardens, FL 33410
Phone > 561.624.6521
Fax > 561.624.6565

**West County
Service Center**
2976 State Rd 15.
Belle Glade, FL 33430
Phone > 561.996.4890
Fax > 561.996.1661

**Mid-Western
Service Center**
200 Civic Center Way.
Suite 200
Royal Palm Beach, FL 33411
Phone > 561.784.1220
Fax > 561.784.1241

**South County
Service Center**
14925 Cumberland Dr.
Delray Beach, FL 33446
Phone > 561.276.1250
Fax > 561.276.1278