



KLAMATH COUNTY ASSESSOR

305 Main Street
Klamath Falls, OR 97601
Phone: 541.883.5111
Fax: 541.851.3957

Dear Property Owner;

Oregon statute (ORS 308.212) requires property owners to provide the County Assessor's office with their current mailing address within 30 days of the change. To process a change of address we require written authorization signed by an owner of record, which identifies by property account number the account(s) to be changed. If you are not the owner of record, please call our office to verify what documentation is necessary to change the address.

Please complete the change of address form below and return it to our office so that we may update your tax account information. Please note this will affect all correspondence coming from our office.

This form may be mailed, faxed or emailed.
Thank you!

Notice: To change the mailing address on an account, **the request must be signed by the owner or authorized representative.** *If you are an authorized representative, a copy of the legal document authorizing you to represent the owner must be attached for your request to be processed.*

Please provide a phone number where you may be contacted if additional information is necessary.

Phone number: _____ ext. _____

MAILING ADDRESS CHANGE FORM

Please complete and return to our office as soon as possible

County Use Only	
Process Date:	_____
Notes: <input type="checkbox"/>	Initials: _____

Please enter Property Account Numbers.

_____, _____, _____
_____, _____, _____

Mailing address on file:

NEW MAILING ADDRESS:

Address _____

City _____
State _____ Zip _____

Address _____

City _____
State _____ Zip _____

Authorized Signature: _____ **Date:** _____

Print name: _____