

# CHANGE OF ADDRESS/NAME

PLEASE COMPLETE AND SIGN THIS FORM IF THE BUSINESS HAS MOVED AND/OR CHANGED ITS NAME. MAIL TO: SALES AND USE TAX DIVISION, PO BOX 327710, MONTGOMERY, AL 36132-7710. PLEASE INCLUDE ANY COMMENTS ON BACK OF THIS FORM.

ACCOUNT NUMBER	DATE OF CHANGE	F E I N
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PREVIOUS NAME AND ADDRESS
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NEW NAME AND ADDRESS
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NEW BUSINESS LOCATION:
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County _____
City _____

SIGNATURE \_\_\_\_\_

PHONE NO. \_\_\_\_\_

PLEASE CHECK ONE OF THE FOLLOWING:
<input type="checkbox"/> CORPORATE LIMITS
<input type="checkbox"/> POLICE JURISDICTION
<input type="checkbox"/> OUTSIDE CORP. LIMITS & POLICE JURISDICTION

PLEASE INDICATE NATURE OF CHANGE:

- Change of mailing address only.
- Change of business location only.
- Change of business location and mailing address.
- Change of ownership. New owner must complete new application.
- Change of name only. (Same owner(s)).

**Additional Instructions:**

Change of ownership - New owner must complete new application.

Change of name only (Same owner(s)) - Supporting documentation must be included (i.e. amendment to articles, partners signature).