



COOS COUNTY ASSESSOR'S OFFICE

250 North Baxter Street, Coquille, Oregon 97423

(541) 396-7900

FAX (541)396-1027/TDD 1-800-735-2900

STEVE JANSEN
ASSESSOR

CHANGE OF MAILING ADDRESS

Oregon Statute (ORS 308.212) requires property owners to provide the Assessor's Office with written notification of a current mailing address.

To submit a Change of Mailing Address, please complete this form as follows:

1. Enter the Tax Account Number for each property to which the mailing address should be changed.
2. Enter the new mailing address.
3. Print the property owner's name(s).
4. Complete Preparer's Signature section. (signature of owner mandatory for the request to be processed)

IMPORTANT NOTICE: *The signature should be that of the property owner. If signed by other than the property owner, documentation must be provided showing the authority for the preparer to sign on behalf of the owner.*

I hereby authorize and request that the mailing address be changed on the following tax account(s) and entered on the assessment/tax rolls of Coos County as the true and correct mailing address.

1. Tax Account Number(s): # _____ # _____ # _____ # _____ # _____ # _____ [] Additional account numbers on reverse side	
2. New Mailing Address: Street _____ City/State/Zip _____	
3. Owner's Name(s): _____	
4. Preparer's Signature: (See IMPORTANT NOTICE above) _____ _____ (Print Name)	Preparer check one: [] Owner [] Other Date: _____ Phone#: _____

Submit the completed form to: Coos County Assessor's Office
Attn: Address Change Clerk
250 N Baxter St
Coquille OR 97423