



Dana Blickley, CFA
Brevard County Property Appraiser
www.BCPAO.us

Information to Process
Request for Address Change

In order to process your request for an Address Change please provide the following:

Your legal description(s) of the parcel(s) you would like changed. You should be able to obtain this information from the Deed, Tax Bill, or Proposed Property Tax Notice. The Tax Bill and Proposed Property Tax Notice both show the Parcel Identification Number and Tax Account Number.

If you are:

- The **OWNER** please fill out the address change form. If you do not have this form, please provide a letter requesting the address change.
- Acting as **POWER OF ATTORNEY** for the owner(s), you must send a copy of the documentation that is signed by the owner requesting you to change this address.
- Acting as **AGENT** or **LEGAL REPRESENTATIVE** for the owner(s), you must send a copy of the documentation that is signed by the owner requesting you to change this address.
- Acting as **GUARDIAN** for the owner(s), you must send a copy of the document that appoints you as guardian.
- Acting as **PERSONAL REPRESENTATIVE** or **EXECUTOR OF THE ESTATE** of the owner, please send a copy of the death certificate and document that appoints you as Personal Representative or Executor.
- In the **MILITARY** and claiming homestead exemption, please provide a copy of your orders requiring your transfer for duty.
- **PAYING THE PROPERTY TAXES** and the owner(s) is deceased and the property is not in Probate, please send a copy of the death certificate(s) of the owner(s) along with a letter stating that you are handling the deceased persons affairs.

Your cooperation in providing the required documentation will enable our office to process your request in a more timely manner.



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1) OWNER NAME: (Please Print) _____

If this request is being presented by anyone other than the owner, a Power of Attorney or a Letter of Authorization from the owner must be supplied.

2) PARCEL NUMBER(S) OR TAX ACCOUNT NUMBER(S)

3) DO ANY OF THE ABOVE PARCELS HAVE EXEMPTIONS? YES NO

(EXAMPLE: Homestead, Wholly Exempt, Agricultural, etc.)

Please state the reason for this change of mailing address:

Do you reside on the above property? YES, Acct/Parcel I.D. # _____ NO

If no, last date of occupancy? _____

Is property rented? YES NO If yes, date property became rental? _____

Is property occupied during your absence? YES NO If yes, name: _____

Notice: 196.131(2), Florida Statutes, provides that any person who knowingly gives false information for the purpose of claiming Homestead Exemption shall be guilty of a misdemeanor of the first degree, punishable by a term of imprisonment not exceeding one (1) year or a fine not exceeding \$5,000 or both.

4) CHANGE THE MAILING ADDRESS TO:

ADDRESS: _____

CITY: _____

STATE: _____

ZIP CODE: _____

COUNTRY: _____

DATE: _____

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

PHONE: _____

EMAIL: _____

This form must be completed in its entirety. Incomplete forms will not be processed

Return to: Brevard County Property Appraiser
Address Change
P.O. Box 429
Titusville, FL 32781-0429

Fax to: 321-264-6954

OR Email: appraiser@bcpao.us