



Address Change Request

1. Owner (please print) _____

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

2. Account #(s)/Parcel ID(s)

_____	_____	_____
_____	_____	_____
_____	_____	_____

3. Do Any of the Above Parcels Have Exemptions? Yes No

Example: Homestead, Wholly Exempt, Agricultural, etc.

4. Please state the reason for this change of mailing address _____

5. Do you reside on the above property? Yes, Account #/Parcel ID _____

 No, last date of occupancy? _____

6. Is property rented? Yes No If Yes, date property became a rental _____

7. 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 as provided for in this chapter is guilty of a misdemeanor of the first degree, punishable as provided in S.775.082 or by fine not exceeding \$5,000, or both.

8. 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:

transactions@bcpao.us

Or

Brevard County Property Appraiser

P.O. Box 429

Titusville, FL 32781-0429

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

Your legal description(s) of 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 the 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 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 of 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.