## CHANGE OF ADDRESS ORDER

Instructions: Complete Items 1 thru 10. You must SIGN Item 9. Please PRINT all other items including address on face of card.

### 1. Change of Address for:
- Individual
- Entire Family
- Business

### 2. Start Date:
- Month
- Day
- Year

### 3. Is This Move Temporary? (Check one):
- No
- Yes, Fill in

### 4. If TEMPORARY move, print date to discontinue forwarding:
- Month
- Day
- Year

### 5. Print Last Name (include Jr., Sr., etc.) or Name of Business (If more than one, use separate form for each):

### 6. Print First Name (or Initial) and Middle Name (or Initial). Leave blank if for a business:

### 7a. For Puerto Rico Only: If OLD mailing address is in Puerto Rico, print urbanization name, if appropriate:

### 7b. Print OLD mailing address: House/Building Number and Street Name (include St., Ave., Rd., Ct., etc.):
- Apt./Suite No.
- or
- PO Box No.
- or
- RR/HCR (Check one)
- RR/HCR Box No.
- City
- State
- ZIP Code
- ZIP + 4

### 8a. For Puerto Rico Only: If NEW mailing address is in Puerto Rico, print urbanization name, if appropriate:

### 8b. Print NEW mailing address: House/Building Number and Street Name (include St., Ave., Rd., Ct., etc.):
- Apt./Suite No.
- or
- PO Box No./PMB No. (Check one)
- or
- RR/HCR
- PMB No./RR/HCR Box No.
- City
- State
- ZIP Code
- ZIP + 4

### 9. Sign and Print Name (see conditions on reverse):
- Sign:
- Print:

### 10. Date Signed:
- Month
- Day
- Year

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PS FORM 3575, September, 1999

See http://www.usps.gov/moversnet for more information.