



NEW ADDRESS/ADDRESS CHANGE REQUEST

An address is eligible for change if it meets one or more of the following requirements: the address does not fit into the proper numerical sequence with surrounding addresses, the address contains a fraction or alpha designator, the address causes confusion, the address is difficult to locate, or the address does not match the physical access.

Fees: New addressing fees are effective every July 1st. Please check the fee schedule posted on our website.

Date: _____

Applicant Information:

Name of Applicant: _____

Agency Name: _____

Telephone #: _____ Fax #: _____ Email: _____

Property Owner (if different than above): _____

Signature of Owner/Agent: _____

Property Location:

Street Name and Number (if known): _____

Subdivision Plat Name: _____

Book/Page: _____ Lot #: _____ Block #: _____ Tax Parcel # _____

Section, Township and Range of subject property (if known): _____

Property Type: Single Family Residence Apartment/Condo Commercial Manufactured Home

General Description of Your Location:

Please be as descriptive as possible. Include any intersecting streets within 500 feet of the subject property. If this address request is for new construction, please include a copy of the site plan with this application. If this is a new split, include a copy of the recorded deed and the street name the property is accessing from.

Reason for Address Request:

- New Construction
- Existing number out of sequence
- Property split (include recorded deed and a copy of the approval letter from the Pima County Minor Lands Division PH: 724-9000)
- Property consolidation (include copy of signed lot consolidation form)
- Other (Please Explain)

