



Miami-Dade County Office of the Property Appraiser Mailing Address Change Form

Complete all 4 steps below ONLY to change your mailing address. Mailing address changes will not affect property address. **A photocopy of your valid Driver's License or State ID must be submitted with your change of mailing address request. If title is held in a corporation or other legal entity, include a copy of company letterhead.**

Step 1

Complete the following information

Property Folio #

Property Address

Owner's Name/Corporate Name

Telephone Number

Step 3

Sign, Date and Title

To receive your August Notice of Proposed Taxes we must receive your mailing address change request by July 7.

To receive your November tax bill we must receive your mailing address change request by September 20.

Signature Current owner of record must sign

(Title) if in company name

Date

Step 2

Tell us your new mailing address:

Owner's Name/Corporate Name

Street Address

Apt or Unit #

City, State & Zip code

Step 4

Attach photocopy of your valid Driver's License or State ID. If a corporate account, also attach company letterhead.

RETURN TO:

Miami-Dade County
Property Appraiser's Office
111 NW First Street Suite 710
Miami FL 33128-1984

Note:

- i. If the above-described property is no longer your primary residence and you have homestead exemption, you must notify the Office of the Property Appraiser to cancel your exemption (Ref. F.S. 196.011). The cancellation form is available on our website at www.miamidadegov/pa.
- ii. Any future changes in your mailing address will require completion of a new mailing change form.

FOR OFFICIAL USE ONLY:

MAILING ADDRESS CHANGE / UPDATE

STAFF 3-LETTER ID: _____

DATE: _____

LETTER REQUIRED (Y/N): _____

MAILING ADDRESS CHANGE VERIFIED / QC'D

STAFF 3-LETTER ID: _____

DATE: _____

ERROR (Y/N) IF Y, DATE RETURNED: _____

DATE GIVEN BACK: _____