



OFFICE OF SHELLY SCOTT
ASSESSOR - RECORDER - COUNTY CLERK

REQUEST FOR CHANGE OF MAILING ADDRESS

Please use this form to change the mailing address for your tax letters and bills.

Assessor Parcel Number(s)	Property Address(s)	Principal Residence?
		☐
		☐
		☐
		☐

Note: If you own more than five parcels, use Page 3 – Supplemental Assessor Parcel Information to list additional assessor parcel numbers and property addresses. Please indicate if any of the parcels is your principal residence.

Owner's Name (s)

New Mailing Address:

Name

C/O

Street

Effective Date

City

State

Zip

Who is filling out this form?

Property owner

☐

Authorized personnel

☐

** proof of authorization required*

I certify that I am authorized to change the mailing address for specified property regarding all property tax related matters.

Please PRINT name of person requesting change

Daytime Telephone Number

Signature (Required)

Date

Email Address (Optional)

*** Requestor must provide valid government-issued photo identification.**

ID may be presented in person at our office or a photocopy included with your request form.

Please note: Federal Law prohibits the photocopy of a military ID.

Mailing Address:

Marin County Assessor
PO BOX C
San Rafael, CA 94913

Email: Assessor@MarinCounty.gov

In-Person Address:

Marin County Assessor
3501 Civic Center Dr. Room 208
San Rafael, CA 94903

Fax: (415) 473-6542

Questions: Please email AssessorMailbox@MarinCounty.gov or call us at **(415) 473-7215**

ASSESSOR USE ONLY

ID# presented in person

Expiration Date

Assessor Staff Initials

Why do I need to present Identification?

The Marin County Assessor is committed to safeguarding your property against fraudulent activity. To ensure all mailing address changes are initiated by the person(s) with the proper authority to make the requested change, the Assessor requires the presentation of valid government-issued photo ID. This additional step enhances the protection and security the Assessor provides to the property owners of Marin County.

What type of Identification may I present?

Types of government-issued ID accepted:

- U.S. issued Driver's License
- U.S. Issued Photo ID Card
- Foreign & U.S. Passports
- International Consular ID Card
- Military ID Card*

***IMPORTANT: IT IS IN VIOLATION OF FEDERAL LAW[†] TO MAKE A COPY OF A MILITARY ID.**

If you wish to use your military ID as a form of authentication, please come to our office in person.

[†]Title 18, US Code Part I, Chapter 33, Section 701

How can I present my Identification?

Your government-issued photo identification must be valid (not expired) and may be submitted to our office in one of two ways:

- In person: you may present your ID to an Assessor staff member at our front counter located in room 208 of the Marin County Civic Center.
 - Via mail: you may mail/fax a photocopy of your ID along with this request form.
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Who has the authority to make an address change request?

- Owner(s) on record
- Managing Members of LLC
- Officers of the Corporation
- People with Power of Attorney over the owner on record
- Trustees of a Trust on record
- Beneficiary of an Estate on record
- Executor of an Estate on record

If you have any questions regarding ownership, or for any type of ownership not listed above, please contact our office.

You may be required to provide documentation to prove you have the authority to make a change request.



Use this page only if you need to list more parcels than will fit on Page 1.

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