



ADDRESS CHANGE REQUEST FORM

***** Due to the Patriot Act as of October 2003; Members are now required to show two valid forms of Identification. One must be a valid government issued Photo ID.**

Acceptable Forms of Identification:

1. Current Driver's License
2. Current Armed Forces ID
3. Valid Passport (photograph required)
4. Documents issued by local, state, or federal government and Current Alien ID
5. Valid Student ID if still in high school (photograph required) or school year transcript
6. Medicare Card (for senior citizens who do not drive)
7. Major Utility Bill includes Water, Electricity, Gas, Oil, Sewer
8. Current bank statement (date of statement must be within 60 days)
9. Other: landline phone bill, homeowner's insurance, lease or mortgage contract. Must be in name of member with new address

****DOCUMENTS CAN BE EMAILED TO US AND ATTACHED TO THIS FORM**

I hereby request that my address be changed as stated below, effective ____/____/____.

Name _____ Account # _____

Current (Old) Address: _____ New Address: _____

Telephone: () _____ Telephone: () _____

Email Address: _____ Email Address: _____

MEMBER'S OR EMPLOYEE SIGNATURE

DATE

DO NOT WRITE BELOW – FOR CREDIT UNION TO COMPLETE

		DATE CHANGED	EMPLOYEE INITIALS
ONCU (message updated)		_____	_____
Visa CC	Y / N	_____	_____
IRA	Y / N	_____	_____
Virtual Branch	Y / N	_____	_____
Statement code change	Y / N	_____	_____
From optical to mailable		_____	_____