



Chowan County Tax Taxpayer Personal Information Change Request Form

***Please note:**

- * The Chowan County Tax Office cannot make any changes to the owner name on an account, this is done at the Register of Deeds/Land Records Office only
- * The tax office **MUST** receive validation of relationship to the owner of the property before making any change to an account where the requestor is **NOT** a designated owner of the property
- * If an account has multiple owners, the tax office must have signature approval from each owner authorizing the change of a billing address before the change can be made

Name on Account: _____
Last First M.I.

Property Address: _____
Street Address or Parcel Number

Requestor Name: _____
Last First M.I.

Mailing Address: _____
Street Address Apartment/Unit #

City State Zip

Home Phone: _____
(Area Code)

Alternate Phone: _____
(Area Code)

Email Address: _____

Reason for the change: _____

By signing this form I acknowledge I am a valid owner of the above property and authorize the above billing address change to be made to this account by the Chowan County Tax Office.

Owner Signature Phone Number Owner Signature Phone Number

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Please use a separate sheet of paper if needed for additional owners

**Please Fax or Mail the completed form to:
 Chowan County Tax
 Po Box 1030
 Edenton, NC 27932
 Fax: 252-482-1528**