



BOARD OF SELECTMEN
P.O. BOX 725
FITZWILLIAM, NH 03447
(603) 585-7723 Fax: (603) 585-7744
Email: fitzwilliamnh@fitzwilliam-nh.gov

REQUEST FOR CHANGE OF NAME AND/OR ADDRESS

The Selectmen's Office (Assessing) is responsible for recording changes in property ownership from deeds we receive from Cheshire County Registry. If you transfer your property to another owner(s) place it under trust ownership, the change will be made when we receive the deed. The owner's address we use will be that which is on the deed, not necessarily the property location. If your mailing address will be different than on the recorded deed, please submit a change of address.

If you are divorced or your spouse or another owner is deceased, we do not remove the other person's name without official documentation, such as a deed, death certificate, notification from the NH State Division of Vital Records or Probate Notice.

We also record **name changes** due to marriage, divorce or other legal change, with this signed form accompanied by your official documentation. To simply **change your mailing address**, just fill out this form, sign, date and return to the Selectmen's Office.

Note: Name changes will not affect the status of your current recorded deed. Please seek the advice of an attorney regarding changes to ownership and/or legal name on your deed.

PLEASE PRINT PROPERTY LOCATION(S) AFFECTED BY ANY OF THE ABOVE

Property location(s)

_____ Map _____ Lot _____

_____ Map _____ Lot _____

Owner(s) as currently listed on the deed: _____

Previous Mailing Address: _____

New Mailing Address: _____

Previous Name(s): _____

New Name(s): _____

This change will be incorporated on your property record card, tax billing and any other Town correspondence. If you have any questions, please do not hesitate to call or stop by our office.

_____ Date _____ Owner's Signature _____ Phone Number _____

THIS MUST BE SIGNED BY THE OWNER OF THE PROPERTY OR LEGAL GUARDIAN