



# REQUEST FOR NEW/CHANGE ADDRESS

PLANNING SERVICES DIVISION

The City of Anaheim Planning Department is responsible for issuing all addresses within the city limits. Address requests for new commercial and/or residential units may be submitted by the property owner. An authorized agent may request an address if a letter of authorization from the owner or management company is provided.

**PLEASE INCLUDE AN 8.5x11 OR 11x17 EXHIBIT DEPICTING THE LOCATION OF THE BUILDING(S), STRUCTURE(S) OR METER(S) BEING ADDRESSED**

**FEE: \$105.00 PER ADDRESS**

<b>APPLICANT</b>	
<input type="checkbox"/> <b>PROPERTY OWNER</b>	<input type="checkbox"/> <b>AUTHORIZED AGENT</b>
NAME _____	
MAILING ADDRESS _____	
PHONE _____	EMAIL _____
<b>PROJECT INFORMATION</b>	
ASSESSOR'S PARCEL NUMBER(S) _____	
PROPOSED ADDRESS _____	
ASSOCIATED BUILDING PERMIT # _____	
TRACT NUMBER(S) _____	NUMBER OF LOT(S) _____
<input type="checkbox"/> NEW BUILDING <input type="checkbox"/> ACCESSORY DWELLING UNIT <input type="checkbox"/> JUNIOR ACCESSORY DWELLING UNIT <input type="checkbox"/> UTILITY METER	<input type="checkbox"/> TEMPORARY POWER POLE <input type="checkbox"/> OTHER (explain below) _____ _____
<b><u>PURPOSE OF REQUEST:</u></b>	

I declare under penalty of perjury that I am the property owner or authorized agent for the address listed above and I personally completed this form and certify its accuracy. I understand that installation of new mail receptacles may be required and that the issuance of an address does not constitute approval for construction.

**NOTE:** The official address will not be finalized; any building permits associated with address request will not be issued until applicable fees are paid.

Signature \_\_\_\_\_

Date \_\_\_\_\_