



ADDRESS CORRECTION/CHANGE REQUEST

You may use this form to request a correction or change of address for parcels inside the Gig Harbor City limits only. Please note; only the property owner may request such changes. All the required documentation must be submitted along with this form to process your request. Filling out this form does not guarantee the request will be granted. Each request is evaluated on a case by case basis in accordance with the City of Gig Harbor Addressing Code. Please submit your completed form and required documents to the City of Gig Harbor – Building/Fire Safety Department. *One form per each individual parcel number.*

Applicant Name:		
Applicant Phone:	Email:	
Applicant Mailing Address:		
Correction/Change Requested for Property Address:		
Parcel Number:		
Type of Request:	<input type="checkbox"/> Address Change	<input type="checkbox"/> Address Correction
		Parcel Needs Address Assigned
Reason for Request: <i>(Attach additional form if needed)</i>		

ADDITIONAL DOCUMENTS REQUIRED WITH THIS APPLICATION:

To effectively process your request and update our records, you must provide a copy of the following documentation as evidence that the applicant is the current property owner:

- Copy of recorded warranty deed or recorded title *(must provide at least one)*
- One copy of the owners government issued I.D. *(driver’s license, military i.d., passport)*

Applicant Name <i>(Please Print)</i>	Applicant Signature	Date
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THIS SECTION – FOR CITY USE ONLY

Approved Disapproved Date Applicant Notified:

Gig Harbor City Official	Date
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