



TOWN OF MARLBOROUGH

Post Office Box 487

Marlborough, New Hampshire 03455-0487

Telephone (603) 876-3751

e-mail: selectmen@marlboroughnh.org

website www.marlboroughnh.org

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 the Cheshire County Registry. If you transfer your property to another owner(s) or 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 you have recently moved to Marlborough, please make sure the Selectmen's Office has your correct 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 _____.
_____. Map _____. Lot _____.

Owner(s) as currently listed on 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. Sorry, we cannot change addresses seasonally. Please contact your Post Office for information.

Date

Owner's Signature

Phone Number

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

