



***CITY of TAUNTON***  
**DEPARTMENT OF PUBLIC WORKS**  
**ENGINEERING DIVISION**  
*15 Summer Street*  
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**CHANGE OF ADDRESS**

A change of address should not be undertaken without carefully considering who may be affected. The United States Post Office has a package they hand out to people who are moving, but their suggestions should be just as applicable to a change of address without moving. Many others would also be involved.

Consider what documents and entities refer to your address: deeds, titles, savings accounts, checks, credit card companies, insurance policies, drivers licenses, mortgages, the telephone company, employers, tax refunds, library cards, newspapers, magazines, catalogues.. the list goes on and on. (“Junk mail” will likely be delivered regardless of your address.)

All of these entities must be notified by you, with an address change.

On the City side, the process is initiated through the Engineering Office, where an “Application for Building Number” form is filled out and signed, and an “Assignment of Building Number” slip is issued. It is your responsibility to provide copies of this slip to several City offices, including: Assessors, Registrars of Voters, Fire Department, Tax Collector, Water Department\* (if on City water), Public Works Department (if on City sewer), Board of Health, School Department (if you have children in school), TMLP, Veterans Services (if applicable), and the Building Department (if a building permit is still open under the old number).

\* The Water Department requires the original slip.