



## Change of Address Card

If you have had a change of address or phone number, we need written confirmation per the terms of your lease.

Name: \_\_\_\_\_

Unit Number(s): \_\_\_\_\_

New Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

New Phone Number: \_\_\_\_\_ Effective Date: \_\_\_\_\_

Tenant's Signature: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Please email this document to [sales@surpriseministorage](mailto:sales@surpriseministorage); or bring into the office as soon as possible.

*Office Use Only*

*Date Received:* \_\_\_\_\_ *Confirmed by:* \_\_\_\_\_