

Change of Address Form

This form will not be processed without proof of current/new address and your signature.

Case Number: _____ (8-digit number)

Last Name: _____ First Name: _____

Current/New Address: _____

Telephone #: _____ Alternative Telephone #: _____

Email address: _____

Signature

Date

Provide one of the following to verify your new/current address.

- Driver's License
- CFWB-067 Residency Attestation
- IDNYC
- CFWB-027 Housing Attestation with address listed
- Section 8 Award Letter
- Shelter Residency Letter with address listed
- NYCHA Certificate
- Utility Bill with your current address* (*e.g. electricity, gas, heating, oil, water, WiFi/internet, cable, or landline phone*)*
- Current lease
- Rent or mortgage statement with address listed*

*Documents cannot be more than 60 days old.

Once complete, please send your Change of Address form and documentation to the address below for processing:

NYC Children – EDU
PO Box 40
Maplewood, NJ 07040

All documents should be sent by US Postal Service. Documents cannot be sent by Fedex or UPS to a PO Box.
If you have questions about the application, please call the ACS Child Care Call Center at 212-835-7610.