

CHANGE OF ADDRESS - Please print out this form, fill in the requested information and return to the Division Order Department by one of the following methods:

By Mail:

Valence Operating Company
Attn: Division Order Department
600 Rockmead Dr., Suite 200
Kingwood TX 77339

By Fax:

(832) 644-7142

By Email:

ownerrelations@valenceoperating.com

Owner/Company Name

Owner No.

This form is being submitted to inform you of my/our new mailing address. To assist you in this process, please note the following:

OLD ADDRESS: (Address currently reflected on our records)

Address:

SSN/Tax ID No.:

NEW ADDRESS:

**Include Apartment Number, if applicable*

SSN/Tax ID No:

Phone (Home/Office)

Phone (Cell)

Fax Number

Email Address

VERIFIED: (Please Sign Below)

Signature of Owner/Representative

**Full Name*

(PRINT) Name of Owner/Representative

Date