

## CHANGE OF ADDRESS FORM



NEXT GENERATION SERVICES, LLC, 75 LIVINGSTON AVE. STE. 110, ROSELAND, NJ 07068 | P: (973) 533-1880 \* F: (973) 533-1088

Please use this form when updating or making changes to the address you currently have on file with Next Generation.

Note: **DO NOT** submit this form without proof of address paperwork.

Acceptable forms for Proof of Address are as follows:

Mail addressed to PO Boxes will not be accepted as proof of address.

- Valid, unexpired, state issued driver's license.
- Utility or credit card bill issued in the past 60 days.
- Checking or savings account statements from a bank or credit union, issued in the past 60 days.
- Lease or rental agreement showing your name as the lessee or renter, dated within the past year.
- Property tax bill, statement or receipt from the past year.
- Any letter or correspondence (including tax bills) received from the IRS or state tax office in the last year.
- First-class mail received from any federal, state, or local government agency in the past six months.
- High school or college report card or transcript containing your address, issued within the six months.
- If you are under 18 years old, we will accept a Parent or Guardian Certification that verifies that you are living with a parent or guardian, along with the parent or guardian's proof of address.

### ACCOUNT INFORMATION

Name: \_\_\_\_\_ Account #: \_\_\_\_\_

Phone #: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_ Date: \_\_\_\_\_

### PROOF OF ADDRESS SUBMITTED

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**Please submit this form and your proof of address together and remit to our office via email, fax, or regular mail.**

Printed Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_