



Community Development Office Use Only:
Reviewed by: _____ Date: _____
Management Review: _____ Date: _____

Organization Change of Address Form

Program: CDBG ESG HOME

Organization Name: _____

New Physical Address: _____

Date of move-in: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Previous Address: _____
Brief description of the reason for move:

Are there personnel changes taking place with this move? Yes No
(If yes, a personnel change form must be submitted and attached to this move form)

Signature of Authorized Official Date

Print Name & Title of Authorized Official

If your organization's physical or mailing address changes please update this form and mail it to the address listed below, within 10 days. **Failure to do so will result in suspension of your grant allocation.**

**Community Development Department
1149 Ellsworth Drive
Pasadena, Texas 77506**