



1701 Prudential Drive

Jacksonville, Florida 32207

(904) 390-2840 / (904) 390-2395 Fax

CHANGE OF ADDRESS

GENERAL INFORMATION	
Today's Date:	Personnel Number:
Employee Name:	
Current School Assignment: (#3???)	Position:

NEW ADDRESS	
Effective Date:	
Street Address:	
Apartment Number:	
City:	State:
Zip Code:	Telephone Number:

Signature & Date _____

SEND VIA SCHOOL MAIL OR FAX TO:	HUMAN RESOURCE SERVICES #3001, 1 ST FLOOR
	(904) 390-2395 ATTN: FRONT DESK