

**WEBER COUNTY SCHOOL DISTRICT**

5320 South Adams Avenue

Ogden, UT 84405-6998

**PLEASE MAKE THE FOLLOWING ADDRESS CHANGE ON MY HUMAN RESOURCES & PAYROLL RECORDS:**

**OLD NAME AND ADDRESS**

Name: \_\_\_\_\_

Street: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_

**NEW NAME AND ADDRESS**

Name: \_\_\_\_\_

Street: \_\_\_\_\_

City / State / Zip: \_\_\_\_\_ Telephone \_\_\_\_\_

Currently a member of the Utah Retirement System: \_\_\_\_\_ Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Effective Date

\_\_\_\_\_  
School Location

\_\_\_\_\_  
Employee Number / Social Security Number

*White Copy: Human Resources*

*Yellow Copy: Retirement*

*Pink Copy: Insurance*