

# PENSIONER CHANGE OF ADDRESS



TO REPORT A PENSIONER'S CHANGE OF ADDRESS, please complete the following:

## HOME ADDRESS

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Number	Street Name	Apt. #
City	State	Zip Code

## MAILING ADDRESS (IF DIFFERENT FROM HOME ADDRESS)

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Number	Street Name	Apt. #
City	State	Zip Code

## PENSIONER INFORMATION

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First Name	Middle Initial	Last Name	Last Four (4) SSN
Home Phone	Cell Phone	Other Phone (specify)	
Email Address	Alternate Email		
Signature	Date		

*Please mail, email or fax this completed form to the Cincinnati Retirement System at the contact information below.*

Note: If you have an address on file with CRS for a temporary mailing address, please call our office to notify of the change in location in place of using this form. Once a temporary mailing address and permanent home address are both on file, CRS will change the mailing instructions upon notification. Be advised that CRS is required to keep a record of all pensioners' home addresses and that Cincinnati Retirement System mail does not forward to a new address automatically. If the address printed on our mailings is not correct, it will be returned to the Retirement Office by the U.S. Postal Service. In order to prevent fraud, if mail is returned to our office for two consecutive months, your monthly pension benefit payment may be suspended until we receive verification of your new correct address.