



ALBANY COUNTY DEPARTMENT OF CIVIL SERVICE  
112 State St., Room 900 – Albany, NY 12207  
518-447-7770  
Email: [csinfo@albanycountyny.gov](mailto:csinfo@albanycountyny.gov)

**CHANGE OF ADDRESS NOTIFICATION FORM**

**ALL** fields must be completed:

NAME:

\_\_\_\_\_

OLD RESIDENT ADDRESS (Include Zip Code):

\_\_\_\_\_

\_\_\_\_\_

NEW RESIDENT ADDRESS (Include Zip Code):  
NO PO BOXES

\_\_\_\_\_

\_\_\_\_\_

NEW MAILING ADDRESS (Include Zip Code):  
PO Box , or if different from resident address

\_\_\_\_\_

\_\_\_\_\_

Email address: \_\_\_\_\_

SOCIAL SECURITY NUMBER:

\_\_\_\_\_

Date of Birth (*Police Officer and Firefighters Only*):

\_\_\_\_\_

NEW TELEPHONE NUMBER(S):

Home: \_\_\_\_\_

Work/Cell: \_\_\_\_\_

NEW SCHOOL DISTRICT:

\_\_\_\_\_

NEW CITY/TOWN/VILLAGE:

\_\_\_\_\_

I, the undersigned, understand that, pursuant Rule VII of the *Civil Service Rules for Albany County*, I shall not be given preference in certification as a resident of a municipality pursuant to subdivision 4-a of Section 23 of the Civil Service Law of New York State, unless I have been a resident of such municipality for at least one month prior to the date of certification and must be a resident of such municipality at the time of appointment. I declare, subject to the penalties of perjury, that the statements made in this application have been examined by me and, to the best of my knowledge and belief, are true and correct.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**Send form to email address noted above.**