

Polk County Public Schools
Human Resource Services Division

ADDRESS CHANGE REQUEST

Name: _____

Former SAP Number: _____

Former Work Location Name: _____

Former Home Address:

Home Number, Street Name

City, State, Zip

New Home Address:

Home Number, Street Name

City, State, Zip

Phone Number (home, cell)

Signature (mandatory)

Date

Please fax to (863) 534-0737, or mail to Polk County School Board, Human Resource Services, 1915 S. Floral Avenue, Bartow, FL 33830, attention: Therese Farrior.