**AMY MERCADO**
ORANGE COUNTY PROPERTY APPRAISER

200 S. Orange Avenue, Suite 1700 • Orlando, Florida 32801-3438 • (407) 836-5044

www.ocpafl.org

# Property Mailing Address Change Request

**To remove a homestead exemption use the Exemption Status Change form.**

**This form must be completed in its entirety and signed. Incomplete forms will not be processed.**

**1. Owner Name: (Please Print)** _____

If this request is being presented by anyone other than the owner, a Power of Attorney or Letter of Authorization from the owner **must** be supplied.

**2. Parcel Identification Number:**

List the 15 digit parcel number (Ex. 22-22-27-111-22-333) for each parcel to be changed. Parcel numbers can be found at **ocpafl.org**

_____ _____

_____ _____

**3. Please state the reason for this change of mailing address:**

_____

_____

**Do you reside on the above referenced property?** YES ☐ NO ☐ **If no, last date of occupancy?** _____

**Is the property rented?** YES ☐ NO ☐ **If yes, date property became rental?** _____

**Is the property occupied during your absence?** YES ☐ NO ☐ **If yes, name:** _____

**4. Do any of the above parcels have exemptions?** YES ☐ NO ☐

**If yes, and you have moved, please complete the Exemption Status Change form, page 2**

**Notice:** 196.131 (2), Florida Statues, provides that any person who knowingly gives false information for the purpose of claiming Homestead Exemption shall be guilty of a misdemeanor of the first degree, punishable by a term of imprisonment not exceeding (one) 1 year or a fine not exceeding $5000 or both.

**5. Change the mailing address to:**

**Address:** _____

**City:** _____ **State:** _____

**Zip Code:** _____ - _____ **Country:** _____

**Signature:** _____ **Date:** _____

**Print Name:** _____ **Title:** _____

**Daytime Phone:** _____ **Email:** _____

**Return to:**
Orange County Property Appraiser
Deeds & Research Dept. / Address Change
200 S. Orange Ave. Suite 1700
Orlando, FL 32801-3438

**OR**

**Fax to:** (407) 612-2484
ATTN: Address Change
**Email:** deedsandresearchext@ocpafl.org

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# Exemption Status Change

**Use this page to request removal of homestead exemption.**
**To change the address on the property, use the Address Change form.**

**Owner(s) / Applicant(s):** _____

**Parcel ID Number:** _____

**Property Site Address:** _____

**Move Date:** _____

**Note: If you moved after January 1st of the current year, removal of exemption will not occur until the following year**

**Reason for Change:**

☐ Rental Property ☐ Vacant Property ☐ Property Sold ☐ Vacation Home

☐ Spouses Separating ☐ Other (please specify) _____

_____

**I (We) authorize the Orange County Property Appraiser's office to:**

**ALL OWNERS ABANDONING HOMESTEAD & 3% SAVE OUR HOMES CAP ASSESSMENT LIMITATION**

☐ Remove ALL Exemptions and 3% Save Our Homes Assessment Cap because I (we) no longer use this property as my (our) permanent residence

**REMOVE ONE OWNER'S ENTITLEMENT TO EXEMPTION CLAIM ONLY**

☐ I, _____ , hereby relinquish my rights to the homestead exemption, as I am no longer using this property as my primary residence; **however, the exemption should NOT be removed as the remaining residing owner(s) will continue to claim exemption.**

_____ _____ _____ _____
Signature (Owner 1) Date Signature (Owner 2) Date

_____ _____
Print Name Print Name

_____ _____
Daytime Telephone Number Email Address

**NOTE:** By signing this form you acknowledge and understand the possibility that the Assessed Value may be reset to the Just Market Value and **ALL** 3% Save Our Homes Assessment Limitation Deferential could be **REMOVED**. You have read the above and availed yourself the opportunity to ask questions or seek clarification from the Orange County Property Appraiser's Office and understand this request cannot be reversed.