

Texas Department of Housing and Community Affairs

MANUFACTURED HOUSING DIVISION

P. O. BOX 12489 Austin, Texas 78711-2489

(877) 313-3023, (512) 475-2200 FAX (512) 475-3506

Pursuant to the Texas Manufactured Housing Standards Act, Chapter 1201 of the Occupations Code

Internet Address: www.tdhca.state.tx.us/mh/index.htm

NAME AND ADDRESS CHANGE REQUEST

(Please type or print clearly.)

Name: _____

License Number: _____

Check the boxes that apply:

- Mailing Address Change (complete blocks 2 and 4)

Change of mailing address requires that you send in the following:

- This form or written request.
Bond rider that reflects the mailing address as indicated on this form. (Not required for Salespersons)

- Name Change (complete blocks 1 and 4)

Change of name requires that you send in the following:

- Original license certificate (keep a copy for yourself).
This form or written request.
Bond rider that reflects the exact name as indicated on this form. (Not required for Salespersons)
Updated Business Name Filing. (Not required for Salespersons)
\$25.00 Reprint Fee

- Physical Location Change (complete blocks 3 and 4)

Change of physical location requires that you send in the following:

- Original license certificate (keep a copy for yourself).
This form or written request.
Bond rider that reflects the exact physical location as indicated on this form. (Not required for Salespersons)
\$25.00 Reprint Fee

BLOCK 1: Name Change

Former Name: _____

New Name: _____

BLOCK 2: Mailing Address Change

Former mailing address:

Address: _____ Phone: ()

City/State/Zip: _____ Fax: ()

New mailing address:

Address: _____ Phone: ()

City/State/Zip: _____ Fax: ()

BLOCK 3: Physical Location Change

Former physical location:

Address: _____ Phone: ()

City/State/Zip: _____ Fax: ()

New physical location:

Address: _____ Phone: ()

City/State/Zip: _____ Fax: ()

BLOCK 4: Signature

(Signature of License Holder)

(Title)

(Date)

FOR BUSINESS AND PHYSICAL LOCATION CHANGES, THE ORIGINAL BOND RIDER MUST BE ATTACHED TO THIS FORM.