



### CHANGE OF NAME/ADDRESS REQUEST

ALL NAME/ADDRESS CHANGES MUST BE SUBMITTED IN WRITING TO THE DIVISION OF CHILD SUPPORT ENFORCEMENT.

\_\_\_\_\_  
Custodial Parent

\_\_\_\_\_  
Noncustodial Parent

\_\_\_\_\_  
DCSE Case No.

COMPLETE THIS SECTION WITH YOUR FORMER NAME/ADDRESS (Please Print)

\_\_\_\_\_  
Former Name

\_\_\_\_\_  
Former Address (no., street, city or town, state, and ZIP code)

\_\_\_\_\_  
Former Work/Home Telephone No.

COMPLETE THIS SECTION WITH YOUR NEW NAME/ADDRESS (Please Print)

\_\_\_\_\_  
Name

\_\_\_\_\_  
New Address (no., street, city or town, state, and ZIP code)

\_\_\_\_\_  
New Work/Home Telephone No.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

VIRGINIA LAW REQUIRES EACH PARENT TO PROVIDE NOTIFICATION OF A CHANGE IN HOME ADDRESSES, TELEPHONE NUMBERS, WORK ADDRESSES, AND WORK TELEPHONE NUMBERS. (§63.2-1916) (§20-60.3)