

**IMPORTANT NOTICE**

You are requested to contact this office by mail if your payment is not received within a reasonable period of time. This will set in motion the procedure, notifying both parties and attorneys, if applicable, who will call the matter to the Judges attention. We are forbidden to release confidential information over the telephone. It is impossible to properly identify a person calling on the telephone.

In the event you re-marry or change your mailing address, notify this office immediately by one of the two following methods.

- (1) Use the form below and mail
- (2) Come into this office in person and sign a change of address form

Address changes made at the Post Office do not change your address at the Clerk's Office. No change of address will be taken over the telephone.

Your cooperation will enable us to process your payments faster.

CHANGE OF ADDRESS OR NAME

CASE NUMBER: \_\_\_\_\_

FORMER NAME: \_\_\_\_\_

NEW NAME: \_\_\_\_\_

SOCIAL SECURITY NO: XXX-XX- \_\_\_\_ \_

NEW MAILING ADDRESS: \_\_\_\_\_

Street No.

Apt. No.

City

State

Zip Code

OLD ADDRESS: \_\_\_\_\_

Street No.

City

State

Zip Code

RESPONDENT'S NAME: \_\_\_\_\_

RESPONDENT'S SOCIAL SECURITY NO: XXX – XX- \_\_\_\_ \_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Mail to or deliver to:

Clerk of Circuit Court  
Sumter Judicial Center  
PO Box 2587  
215 E McCollum Ave  
Bushnell, FL 33513