



**REQUEST FOR**  
**CHANGE OF HOMESTEAD MAILING ADDRESS TO U.S. POST OFFICE BOX**

The Property Appraiser’s office has received your request to change your Homestead Exemption mailing address to a U.S. Post Office Box.

The Property Appraiser utilizes your Homestead property address as a form of verification on that property, as required by Section 196.031(1), Florida Statutes.

**Private/Commercial P.O. Boxes are not accepted**

For use of a U.S. Post Office Box to be considered, we require the following information:

Reason(s) for request:

\_\_\_\_\_

\_\_\_\_\_

Property Control Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Homestead Exemption Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Requested P.O. Box #: \_\_\_\_\_ City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

I understand a request to use a Post Office Box may require annual verification of my primary residence. The U.S. Post Office Box must be located in Palm Beach County; within the general area of the homestead property address. **(Private/Commercial P.O. Boxes are not accepted)**

Printed Name of Owner: \_\_\_\_\_

Owner’s Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Please send completed form to:

Governmental Center – 1<sup>st</sup> Floor  
Palm Beach County Property Appraiser  
Downtown Exemption Services Center  
301 North Olive Avenue  
West Palm Beach FL 33401  
Tel: (561) 355-2866 Fax: (561) 355-4416