

Darien Public Schools

Name/Address Change Authorization Form

This form must be completed and submitted to the Finance Office with Form W-4 and Form CT-W4. Changes will not take effect until all three items are received by the Finance Office. If you have a change in marital status or any other changes that may affect your benefits (i.e. beneficiaries), please contact the Finance Office.

Name:

School/Location:

Previous Name:

New Name:

Previous Address:

New Address:

Previous Telephone:

New Telephone*:

Note: Changing your telephone number will change your AESOP identification number to your new telephone number.

Effective date of change:

Signature:

Date: