



DARTMOUTH PUBLIC SCHOOLS

8 Bush Street, Dartmouth, MA 02748

Phone: 508-997-3391 Fax: 508-991-4184

Website: www.dartmouth.school

EMPLOYEE ADDRESS / EMAIL / NAME / TELEPHONE CHANGE FORM

Employee ID: _____ Effective Date of Change: _____

Employee Name: _____

CHANGE OF NAME*

	First Name	Middle Name	Last Name
From:			
To:			

*If you have changed your name, please provide appropriate documentation.

CHANGE OF ADDRESS AND TELEPHONE NUMBER

OLD ADDRESS	Street Address	Old Telephone #	
	City	State/Country	Zip Code

NEW ADDRESS	Street Address	New Telephone #	
	City	State/Country	Zip Code

CHANGE OF EMAIL ADDRESS:

From:	
To:	

SIGNATURE: _____ DATE: _____

Please return completed form to the Payroll Department at 8 Bush Street, Dartmouth, MA