



CVR New York  
Landlord/Owner Change of Address Form

Please be advised that in order for CVR New York to process this request, **a completed W9 Form (Request for Taxpayer Identification Number and Certification)** signed and dated by the legal Owner(s) of this property **must** be submitted with this form. **The below information must reflect the legal property owner (i.e. the party responsible for receiving IRS Form 1099-Misc.)**

Part I. Owner Contact Information: Please provide the information request below. The information provided must match the information provided on your W9 Form.

Owner Name			
Owner Address			
Telephone		Email	
Social Security Number/ Employer Identification Number		Individual that will receive 1099	
Managing Agent		Telephone	
Old Address			
New Address			

Property Owner(s) or Manager(s) Signature(s)	Date

Part II. Tenant Information: Please provide the information of at least one CVR New York Participant for verification purposes.

Name	Property Address	Unit #	Zip Code

This form must be submitted with a completed W9 Form to process your address change.  
Please submit by fax at 914-920-3061, email at [info@cvrnewyork.com](mailto:info@cvrnewyork.com), by mail, or by drop off at the below office address.

CVR New York  
Attn: Community Relations Coordinator  
112 East Post Road, Suite 102  
White Plains, NY 10601