

**Commonwealth of Virginia
Department Of Social Services
DIVISION OF CHILD SUPPORT ENFORCEMENT**

CHANGE OF NAME/ADDRESS REQUEST

ALL NAME/ADDRESS CHANGES MUST BE IN WRITING AND SUBMITTED TO THE DISTRICT OFFICE THAT MANAGES YOUR CASE.

District Office addresses, fax numbers and areas served can be found on our website at
[HTTP://CHILDSUPPORT.VIRGINIA.GOV](http://CHILDSUPPORT.VIRGINIA.GOV)

Custodial Parent

Noncustodial Parent

DCSE Case No.

COMPLETE THIS SECTION WITH YOUR FORMER NAME/ADDRESS (Please Print)

Former Name

Former Address (no., street, city or town, state, and ZIP code)

Former Work/Home Telephone No.

COMPLETE THIS SECTION WITH YOUR NEW NAME/ADDRESS (Please Print)

Name

New Address (no., street, city or town, state, and ZIP code)

New Work/Home Telephone No.

Signature

Date

VIRGINIA LAW REQUIRES EACH PARENT TO PROVIDE NOTIFICATION OF A CHANGE IN HIS OR HER HOME AND WORK ADDRESSES AS WELL AS HOME OR WORK TELEPHONE NUMBERS. ALL NAME/ADDRESS CHANGES MUST BE IN WRITING AND SUBMITTED TO THE DISTRICT OFFICE THAT MANAGES YOUR CASE. (§63.2-1916) (§20-60.3)