



Change of Address Notices

*As part of your membership in Webster & Logosz
5 Star Service Program
we will prepare and mail notices
of your new address for you at no charge*

Simply use this checklist to assist you in preparing a list of everyone who needs to be notified of your new address. Give your list to Webster & Logosz as soon as possible so we can begin preparing your change of address notices. When you have closed on your new home we will mail your notices at no charge to you!

Please supply a list with complete addresses including suite or unit numbers, zip codes and contact names. Either print clearly or type. Remember to include friends, relatives, business associates and everyone else that mails to you. This checklist is merely to try and help you remember to include everyone.

Home

- Friends
- Family
- Neighbors
- Holiday card list
- Pen pals
- Magazine subscriptions
- Catalog companies

Work

- Friends
- Personnel manager
- Business associates

Clubs & Teams

- Church friends
- Church administration
- Book or music clubs

- Sport team members
- Hobby groups
- Newsletters

Professionals

- Accountant
- Attorney
- Counselor
- Dentist
- Insurance agent
- Mechanic
- Physicians

Miscellaneous

- Creditors
- Banks and investment groups
- Schools

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