



## PERSONAL INFORMATION CHANGE FORM

**Please Complete the Applicable Areas:**

SECTION I – CHANGE OF ADDRESS	
Name (if retired, as it appears on check or non-negotiable)	Social Security Number (last four digits)
Are you currently receiving an NHRS monthly benefit? <input type="checkbox"/> Yes <input type="checkbox"/> No	Employer’s Name (if you are currently employed)
Old Address	New Address
City, State, Zip	City, State, Zip
Old Telephone	New Telephone
Old Email Address	New Email Address
For Email changes: <input type="checkbox"/> Also update this address for <i>NHRS Email Updates</i> <input type="checkbox"/> Sign me up for <i>NHRS Email Updates</i> <small>Note: My Account users must log in to their personal account and manually change their email address for account authentication purposes.</small>	

SECTION II – CHANGE OF NAME	
Please provide proof of name change (marriage certificate, legal document, etc.)	
Former Name	
Current Name	Effective Date

SECTION III – SIGNATURE	
Please provide your signature to authorize the requested change.	
Printed Name	
Signature	Date

SECTION IV – FOR OFFICE USE ONLY	
<b>ANNUITANT</b>	<b>ACTIVE</b>
Retirement #	By
Employer #	Date
By	
Date	

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