

LEGAL NAME CHANGE

Dear Tenant,

Please complete this form in its entirety when your name has legally been changed, and needs to be updated on your lease.

CHANGING YOUR NAME - PROCEDURES:

- ◆ **Rental account must be current**
- ◆ **This form must be completed in its entirety and signed by original Leaseholder(s).**
- ◆ **Copy of your new Driver's License with new updated name**
- ◆ **Copy of your new Social Security Card (This applies to Lease Holders) with new updated name**
- ◆ **Copy of Divorce documents (if applicable)**
- ◆ **Copy of Court Affidavit (if applicable)**
- ◆ **Birth Certificate will be required to correct date of birth and/or name (if applicable)**
- ◆ **Mail all documentation to:**

Middlesex Management
Attn: Leasing Department/Name Change Requests
P.O. Box 457
Woodbridge, NJ 07095

Date: _____ Tenant Name(s): _____

Account #: _____ Apartment Address: _____

Home Telephone #: _____ Property _____

Please complete Table A with current name on the lease and Table B with new name on the Lease.

Table A	
Current Name on the Lease	

Table B	
Updated / New Name on the Lease	

By signing below, I (we) authorize the Landlord to make the above requested changes to the Lease. In addition, I (we) understand that the request for a legal name change to the lease must first be approved by management in accordance with the procedures detailed above.

Tenant Signature: _____

Tenant Signature: _____

Date: _____

Date: _____

Print Name _____

Print Name _____