



CITY OF HAPPY VALLEY
16000 SE Misty Drive
Happy Valley, OR. 97086
Phone: 503 783-3800

**ADDRESS CHANGE OR ADDRESS
ASSIGNMENT APPLICATION**

Property Owner's Name: _____

Mailing Address: _____
City: _____ State _____ Zip: _____

Daytime Phone number: _____

Request is for:

Change of existing address
Please give current address of property: _____

Assignment of unaddressed property
Please give assessor's map and Tax Lot Number: _____

Describe your request and the reason(s) for this request in as much detail as possible:

I am the property owner of the above mentioned address and submit this address application for processing:

Signature of Property Owner: _____ Date: _____

The fee for processing an address change is required. The City's Ordinance No. 174 addresses the manner and system in which properties can be addressed. All addressing must be consistent with regional or established grids of Clackamas County and the City's ordinance. Your request will be process within these guidelines.
The City will notify you and all affected agencies of this address change and/or assignment.
This application is for change of property addressing only; not for change of a street name.

FOR STAFF USE ONLY:

Revision of existing address
 New Address

Fee paid _____, Date paid: _____ Receipt No. _____

Authorized Signature: _____

Date processed: _____