



## City of Los Altos

1 N. San Antonio Road, Los Altos, CA 94022  
Phone No. (650) 947-2752 Fax No. (650) 947-2734

### REQUEST FOR ADDRESS ASSIGNMENT OR CHANGE

Property Owner's Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Owner's Mailing Address: \_\_\_\_\_

Assessor's Parcel Number: \_\_\_\_\_

Current Address: \_\_\_\_\_

Single-Family \_\_\_\_\_ Multi-Family \_\_\_\_\_ Educational \_\_\_\_\_ Commercial \_\_\_\_\_

Standard Lot \_\_\_\_\_ Corner Lot \_\_\_\_\_ Flag Lot \_\_\_\_\_

Reason for Added Address and/or address change: \_\_\_\_\_

**Address assignments are required for:**

- ~ Each new address in new developments
- ~ Adding an address to an existing building or property
- ~ Changing an existing address
- ~ Any time a building's main entrance has been relocated to a different street (typical of a corner lot).

**\*\*You are strongly advised to consult the Assessor's Parcel Book to insure your requested address falls in line with the existing addressing on your street PRIOR to submitting your application. \*\***

**\*\*FEES ARE NON-REFUNDABLE\*\***

PROPOSED ADDRESS – FIRST CHOICE: \_\_\_\_\_

SECOND CHOICE: \_\_\_\_\_

THIRD CHOICE: \_\_\_\_\_

**Return completed application, site map of property, and application fee of \$550.00 to  
The City of Los Altos**

Date: \_\_\_\_\_ Property Owner's Signature: \_\_\_\_\_