

Address and Contact Information Change

Use this form to change or correct your address, email, and phone number. Once your form is received and processed, you will receive confirmation from the Board of Pensions. Please enter the effective date for your changes. The date must not be more than two months in the future. This process can also be completed quickly and securely through Benefits Connect on Pensions.org.

Effective Date of Change (mm/dd/yyyy): _____.

A Member Information

Name _____ SSN _____

B Old Address

Street Address _____

City _____ State _____ Zip _____

C New Address/Correction

Home Address (A street address is required. A P.O. Box cannot be listed as a home address.)

New Street Address _____

City _____ State _____ Zip _____

Please Note: All written communication will be sent to your **home address** unless there is a mailing address on file. If you wish to add or maintain a mailing address, please complete the Mailing Address section below:

Mailing Address

Check here if you no longer require a separate mailing address.

Street Address _____

City _____ State _____ Zip _____

D Telephone Number

Daytime Phone () _____ Cell Phone () _____ Home Phone () _____

E Email

Primary Email _____

I confirm that the information provided is true, correct, and complete to the best of my knowledge and authorize the Board of Pensions to make these changes.

Member Signature (required) _____ **Date** (mm/dd/yyyy) _____

If signed by a representative with Power of Attorney, please include a copy of the POA if not previously submitted.

Please mail or FAX this completed form to:

The Board of Pensions of the Presbyterian Church (U.S.A.)
2000 Market Street, Philadelphia, PA 19103-3298
800-773-7752 (800-PRESPLAN) FAX: 215-587-6215
Pensions.org