## **KANSAS** Address Change Request

## KANSAS APPLICANTS ARE REQUIRED TO NOTIFY THE BOARD WITHIN 30 DAYS OF A CHANGE OF ADDRESS. Regardless of whether you have a valid NTS, you are still required to notify the Board of a change of address.

You must submit supporting documentation to update your address:

- Copy of a mortgage statement showing applicants name as the mortgage holder
- Copy of a lease agreement showing applicants name as the lease holder
- Copy of a utility bill showing applicants name as the one being billed
- Copy of Kansas driver's license (NOTE: If you no longer physically reside in Kansas, you may not use your Kansas driver's license as proof
  of residency.

## Part 1 – Information Currently on Record:

| <ol> <li>Applicant's Name:</li> </ol>  |                |   |      |           |
|--|----------------|---|------|-----------|
|  | First Name     | Middle Name                             |      | Last Name |
| 2. Date of Birth:  |                |   |      |           |
| 3. Former Address:   |                |   |      |           |
|  | Street Address |   |      |           |
|  |                |   |      |           |
|  | City           | State                                   |      | Zip       |
| 4. National Candidate ID:<br>On your CPA Portal Homepage, click y  |                | isted under the CPA Portal Information. |      |           |
| Part 2- New Information:   |                |   |      |           |
| Change Address to:   |                |   |      |           |
|  | Street Address |   |      |           |
|  | City           | State                                   |      | Zip       |
| Date of address change:  |                |   |      |           |
|  |                |   |      |           |
|  |                |   |      |           |
|  |                |   |      |           |
|  |                |   |      |           |
|  |                |   |      |           |
| Applicant's Signature  |                |   | Date |           |
|  | <u>CP</u>      | TURN THIS FORM TO:<br>PAES-KS@NASBA.ORG |      |           |
| (If the form is completed with a seal or embossing, it must be visible on the electronic version to be considered official.) |                |   |      |           |

Upload while completing your Exam Section Application through your CPA Portal.