



# CITY OF HOUSTON

Houston Public Works

**Mayor Sylvester Turner**

**Mail to:**

Sign Administration  
P.O. Box 2688  
Houston, Texas 77252-2688  
T: 832-394-8890

**Email to:**

signadministration@houstontx.gov

## Mailing Address Change Form

Please Print

\*(Old)

**Business Name** \_\_\_\_\_

**Old Address** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\*(New)

**Business Name** \_\_\_\_\_

**New Address** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**List all Project #** \_\_\_\_\_ **GSO#** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Change Business Name only  
Change Business Billing Address only  
And all Project and GSO Numbers to  
Any request submitted

**For Office Use Only**  
**Date Request Completed** \_\_\_\_\_  
**Completed by:** \_\_\_\_\_