

Arlington Central School District

Office of Human Resources

696 Dutchess Turnpike
Poughkeepsie, NY 12603
845-486-4460

CHANGE OF ADDRESS/NAME FORM*

**Please complete all applicable sections and forward to the
Personnel Office at CAO**

Effective Date: _____

Name: _____

Last 4 digits of SSN: _____

Former Name (if name change*): _____

New Address: _____

Home Phone #: _____

Job Title: _____

Building: _____

*** If you are changing your name, please contact Benefits (x197) or the Payroll Department (Donna x133 or Maria x134) since additional paperwork will need to be completed. Also, this is for the Arlington Central School District internal use only – not for TRS/ERS purposes.**

For Office Use Only

___ Payroll

___ Benefits

___ Directory (R. Barresi)

___ Technology (J. Kraus)

___ Personnel Office (J. Carlos)

___ Data Support Services (G. Botto)