



## OFFICE OF THE CITY ASSESSOR

201 DELAFIELD STREET ROOM 208  
WAUKESHA, WISCONSIN 53188-3694  
TELEPHONE 262/524-3510 FAX 262/650-2571

Samuel A. Walker, City Assessor  
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### Request for Change of Name

It is the duty of the property lister in the Assessor's Office to list real estate for the assessment roll and the tax roll.

Since these are the most used of public records dealing with ownership information, it is most important that the ownership listed is accurate.

Therefore, please be advised of the following:

- The Assessor's Office cannot change how the title to your property is held without first being provided with a copy of your deed, which has been recorded in the office of the Register of Deeds with Waukesha County containing the recording data.
- However, if you do not wish to change how the title to your property is held, we can change a last name with proper proof of said change (ex. Marriage certificate, judgement of divorce, etc.) Please keep in mind that this changes your name for mailing purposes only and does not change how the title is held.
- The Assessor's Office cannot add people without a recorded copy of the document(s) giving others an interest to the property.

<b>Current Name (Print)</b>	
<b>Requested Name (Print)</b>	
<b>Property Address</b>	
<b>Property Tax Key Number</b>	
<b>Signature/Date</b>	

