

NAME AND ADDRESS CHANGE FORM

Campus Partners
Post Office Box 2902
Winston-Salem, NC 27102



Borrower Name (reference) _____ Date _____

PRIMARY ADDRESS SECONDARY ADDRESS BILLING ADDRESS

		Program No.	Loan No.	Seq. No.	SRC	ID No.	Office Use Only																									
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33
0 0 0 1 5																																

Name (See Below)

34		63
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		Address 1	Program No.	Loan No.	Seq. No.	SRC	ID No.	Office Use Only			Address																								
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36
0 0 0 2 0																	1	0	0																

Address 1

37		61
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Address 2

62		86
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Foreign Address Line Only (Optional)

Address 3

87		111
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(Use only if additional line for foreign address is needed)

City/State

112		129	130	138
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(State must be a valid 2 digit code)

Area Code

Telephone No.

139		148
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Address Status →

149

Address Location →

150

G or \cancel{B} = Good **D or \cancel{F} = Domestic**
B = Bad **F = Foreign**

INSTRUCTIONS:

You must use: Program/Loan/Sequence Numbers:

Example:

Program No.	Loan No.	Seq. No.
0 1 2 3 4	2 2 4 9 9 8 8 8 8	0 2

To change the name: Enter last name, comma, space, last name, middle initial. If the name has a suffix such as "Jr.", enter suffix after last name.

Example:

Name (See Below)
M I L L E R J R , J A M E S Q

Address: When changing an address, the **entire** address must be entered.
 If an address is foreign, you may use line 3 and the zip code will accept alpha characters. The address location code must be "F".

It is not necessary to enter the Prog/Loan/Seq. number twice if you are changing the name **and** the address.

IF YOU WANT TO ADD AN ADDITIONAL SECONDARY ADDRESS, IT MUST BE SUBMITTED ON A CHANGE/ADJUSTMENT MEMO. PLEASE REFER TO SECTION 211 IN OUR OPERATIONS MANUAL FOR MORE INFORMATION ON NAME AND ADDRESS CHANGES.