



HUNT COUNTY

Human Resources / Risk Management
P.O. Box 1097
Greenville, Texas 75403-1097

TELEPHONE (903) 408-4103
FAX (903) 408-4291
www.huntcounty.net

Name/Address Change

Name Change

Address Change

(Attach copy of Driver License, Social Security Card, Marriage License, Divorce Decree, or Court Order)

****Please do not use Nicknames, sign Full Legal Name****

Name _____

Social Security # _____ (Attach copy of Social Security Card for name change)

Date of Birth _____ Married Single Divorced

Mailing Address _____

City, State, Zip Code _____

Home Phone _____ Cell Phone _____

E-Mail _____

Employee/Signature

Printed Employee Name

Human Resources USE ONLY:

Effective date for Change: _____

Update Benefits File (Aflac, BCBS, Globe Life, Legal Shield, Lincoln, Security Benefit, TAC, TCDRS)

Update Human Resources Files

Update I-9

Notify Treasurer's Office

Update ID Badge