

COUNTY OF SUFFOLK



STEVEN BELLONE  
SUFFOLK COUNTY EXECUTIVE

DEPARTMENT HUMAN RESOURCES,  
PERSONNEL AND CIVIL SERVICE

THOMAS MELITO  
PERSONNEL OFFICER

**S.C. Department of Human Resources, Personnel and Civil Service  
Employee Benefits Unit**

**CHANGE OF ADDRESS FORM**

The member must complete all information listed below, sign, date and return the form via fax, by uploading the form to the Workday website or by mailing it to the ***Suffolk County Department of Human Resources, Personnel and Civil Service - Employee Benefits Unit*** at the address listed below.

Health insurance identification No.:	Effective Date of Address Change:
--------------------------------------	-----------------------------------

Last name:			First Name			Middle Initial			
OLD Permanent Address:				NEW Permanent Address (Where Taxes are Filed):					
Street:				Street:					
City		State	Zip Code		City		State	Zip Code	
Mailing Address (if different than above)									
Street:				City		State		Zip Code	
Telephone Number (Include Area Code)									
Home:				Cell:					
EMAIL ADDRESS:									

Member's Signature: \_\_\_\_\_

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

12/2020

LOCATION:  
WILLIAM J. LINDSAY COUNTY COMPLEX – Bldg. #158  
725 VETERANS MEMORIAL HIGHWAY

MAILING ADDRESS:  
P.O. BOX 6100  
HAUPPAUGE, NY 11788-0099

(631) 853-4866  
FAX: (631) 853-6396