



SCHOOL BOARD OF BREVARD COUNTY

NAME CHANGE or ADDRESS CHANGE

PLEASE PRINT ALL INFORMATION IN BLUE INK

EMPLOYEE NAME _____ EMPLOYEE ID _____

JOB TITLE _____ SCHOOL/DEPT. _____

CURRENT EMPLOYEE STATUS: ACTIVE FRS RETIREE REEMPLOYED FRS RETIREE

NAME CHANGE

*Attach signed copy of new Social Security card. Duplicate card can be obtained from local Social Security Office.

*NEW SOCIAL SECURITY NAME _____

ADDRESS CHANGE

OLD ADDRESS: _____

NEW ADDRESS: _____

TELEPHONE: _____ EMAIL ADDRESS: _____

EFFECTIVE DATE: _____

SIGNATURE _____

DATE _____

Send to: Employment Specialist in HR who works with your school/dept or

Brevard Public Schools
Human Resources Services
2700 Judge Fran Jamieson Way
Viera, FL 32940

Pension Plan Retirees: Contact the FRS Division of Retirement at 1-844-377-1888 to report Address Change or Name Change.

Investment Plan Retirees: Contract the FRS Investment Plan Administrator at 1-866-446-9377 to report Address Change or Name Change

Active Employees: Florida Retirement System (FRS) will not be notified of Address or Name changes for employees not working during the summer break. For example, teachers not working during the summer will have their information updated at FRS in September. If you need to contact FRS during this time make sure to provide them with your address or name before changes were made.

For office use only
OC: Rtm _____
CC: Pyrl _____
Bnf _____