

Maybrook Management

184 SOUTH LIVINGSTON AVENUE * SUITE 9-321 * LIVINGSTON NJ, 07039
PH: 973-327-0100

Legal Name Change Form

Dear Tenant,

Please complete this form in its entirety when your name has legally been changed, and needs to be updated on your lease.

CHANGING YOUR NAME - PROCEDURES:

- ◆ Rental account must be current
- ◆ This form must be completed in its entirety and signed by original Leaseholder(s).
- ◆ Copy of your new Driver's License with new updated name
- ◆ Copy of your new Social Security Card (This applies to Lease Holders) with new updated name
- ◆ Copy of Divorce documents (if applicable)
- ◆ Copy of Court Affidavit (if applicable)
- ◆ Birth Certificate will be required to correct date of birth and/or name (if applicable)
- ◆ Email completed packet to customerservice@maybrookmgmt.com or mail completed packet to:
Maybrook Management
Attn: Leasing Department / Leaseholder Update
184 South Livingston Avenue Suite 9-321
Livingston, NJ 07039

Date: _____ Tenant Name(s): _____

Cell Phone #: _____ Apartment Address: _____

Please complete Table A with current name on the lease and Table B with new name on the Lease.

Table A	
Current Name on the Lease	

Table B	
Updated / New Name on the Lease	

By signing below, I (we) authorize the Landlord to make the above requested changes to the Lease. In addition, I (we) understand that the request for a legal name change to the lease must first be approved by management in accordance with the procedures detailed above.

Tenant Signature: _____

Tenant Signature: _____

Date: _____

Date: _____

Print Name _____

Print Name _____

Tenant Signature: _____

Tenant Signature: _____

Date: _____

Date: _____

Print Name _____

Print Name _____