



Change of Company Name and/or Address Request

In order to update your new business (contract) name and/or address, please fill in the below information and forward your request with a new W-9 Tax Form.

(If necessary, please explain the reason on your letterhead and attach to this request)

Please select the district(s) that you currently work with (please ensure that this form is sent to each district individually)

<input type="checkbox"/>	District One Snow & Ice 270 Main Street Lenox, MA 01240 (857) 368-1000 D1LenoxSnowIce@dot.state.ma.us	<input type="checkbox"/>	District Four Snow & Ice 519 Appleton Street Arlington, MA 02476 (857) 368-4050 D4ArlingtonSnowIce@dot.state.ma.us
<input type="checkbox"/>	District Two Snow & Ice 811 North King Street Northampton, MA 01060 (857) 368-2000 D2NorthamptonSnowIce@dot.state.ma.us	<input type="checkbox"/>	District Five Snow & Ice 1000 County Street Taunton, MA 02780 (857) 368-5210 D5TauntonSnow&Ice@dot.state.ma.us
<input type="checkbox"/>	District Three Snow & Ice 499 Plantation Parkway Worcester, MA 01605 (857)368-3000 (Snow and Ice) D3WorcesterSnowIce@dot.state.ma.us	<input type="checkbox"/>	District Six Snow & Ice 185 Kneeland Street Boston, MA 02111 (857) 368-6111 D6BostonSnowIce@dot.state.ma.us

To: District Highway Director,

I am submitting the request form to update my contract info as follows:

Name/Address From:	Name/Address To:
<hr/>	<hr/>
<hr/>	<hr/>
<hr/>	<hr/>

My Vendor Code is: _____

My Phone Number is: _____

Thank you,

Print Vendor Name: _____

Signature _____

Title: _____

Date: _____