**Change of Address Form**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**Law Firm**

**Attorney \* Bar Number \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_**

**Pro Se Filer**

**Previous Address:**

**Name:**

**Law Firm:**

**Address:**

**City/State/Zip:**

**New Address:**

**Name:**

**Law Firm:**

**Address:**

**City/State/Zip:**

**Business Phone:**

**eMail:**

**Current Case Numbers (Garnishment Payments):**

**eMail This Form to:** [**email@girardmunicipalcourt.com**](mailto:email@girardmunicipalcourt.com)

**Fax This Form to: Girard Municipal Court (330-545-7045)**

**\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\*\***

**How to change your eFiling login (email address) to your new email address:**

1. Log into eFiling with old email address username
2. Click on your name on top left (registration box opens)
3. Highlight old email address on bottom and change it to your new email address
4. Hit the TAB button and confirm the change then Hit SAVE
5. Verify the Username email is the same as the new email address entered