O’DONNELL INDEPENDENT SCHOOL DISTRICT

P.O. BOX 487

O’DONNELL, TX 79351

**Change of Address Notification**

Please complete all information below to ensure records are updated accurately and return to the Business Manager.

**Employee Name:**

**Previous Address:**

**City: State: Zip Code:**

**Previous Telephone Number: ( )**

**New Address:**

**City: State: Zip Code:**

**New Telephone Number: ( )**

**Employee Signature Date Signed**

Human Resources

Enter TxEIS:

Date: 

Initials: