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TENANT INFORMATION CHANGE FORM

Form must be signed, dated and delivered to office before any changes to rental agreement will be made.

Tenant's Name: _____ Unit Number(s): _____ Date of Changes: ___/___/___
Driver's License Number: _____ (Required)

ADDRESS, PHONE, EMAIL & NAME CHANGES

Old Address: _____ New Address: _____
New Phone Numbers: Home: (____) ____ - ____ Work: (____) ____ - ____ Mobile: (____) ____ - ____
Old Email Address: _____ New Email Address: _____
Legal Name Change (attach copies of legal documentation as proof of name change)
Old Legal Name: _____ New Legal Name: _____

AUTHORIZED ACCESS & EMERGENCY CONTACT CHANGES

Please ADD the following person(s) to have ACCESS RIGHTS per Rental Agreement:

Name: _____ Phone: (____) ____ - ____
Name: _____ Phone: (____) ____ - ____

Please DELETE the following person(s) from having ACCESS RIGHTS per Rental Agreement:

Name: _____ Phone: (____) ____ - ____
Name: _____ Phone: (____) ____ - ____

Please ADD the following person(s) to my EMERGENCY CONTACTS per Rental Agreement:

Name: _____ Phone: (____) ____ - ____
Name: _____ Phone: (____) ____ - ____

Please DELETE the following person(s) from my EMERGENCY CONTACTS per Rental Agreement:

Name: _____ Phone: (____) ____ - ____
Name: _____ Phone: (____) ____ - ____

As Tenant, I am requesting that StorageTown USA make the above changes in their records regarding my Self Storage Rental Agreement. I understand that the Rental Agreement requires me to notify management in writing if there is a change in my name, address, email, telephone number, authorized access person(s), emergency contact person(s), or other tenant information. As Tenant, I understand that I must fill out this form accurately and give it to the storage facility manager immediately when any of these changes occur.

Tenant's Signature: _____ Printed Name: _____